

Scrutiny Task and Finish Panel Agenda



Leisure Task and Finish Scrutiny Panel Tuesday, 18th September, 2007

Place: Waltham Abbey Sports Centre, Broomstickhall Road,
Waltham Abbey, EN9 1LF

Time: 7.30 pm

**Democratic Services
Officer:** Adrian Hendry, Tele.01992 564246
ahendry@eppingforestdc.gov.uk

Members:

Councillors Mrs H Harding (Chairman), K Chana (Vice-Chairman), Mrs P Brooks, S Murray, Mrs P K Rush, P Turpin, Mrs R Gadsby, Mrs A Haigh, Ms J Hedges, P House, G Pritchard, B Rolfe and H Ulkun

PLEASE NOTE:

- **THE NEW VENUE FOR THIS MEETING.**
- **THAT THIS MEETING IS OPEN TO ALL MEMBERS TO ATTEND.**

TOUR OF THE WALTHAM ABBEY SPORTS CENTRE

At the Panel's Meeting in August, consideration was given to the proposed New Dual Use Agreement with the Governing Body of King Harold Secondary School. Whilst the Leisure Task and Finish Panel 2006/07 had previously visited the Sports Centre, a number of new Members of this year's Panel have not had this opportunity.

Mr Bill Ovens, the General Manager, will tour Members around the Sports Centre, to give an insight into the facilities on offer and answer Members' Questions.

1. APOLOGIES FOR ABSENCE

2. SUBSITUTE 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 to 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. MINUTES FROM THE LAST MEETING (Pages 7 - 22)

To consider and agree the notes of the meeting of the Panel held on 9 August 2007.

5. TERMS OF REFERENCE AND WORK PROGRAMME (Pages 23 - 26)

(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. FUTURE DEVELOPMENT OF THE ARTS IN EPPING FOREST (Pages 27 - 32)

Background and Context:

Members of the Panel have previously been circulated a copy of the final report of the Leisure Task and Finish Panel 2006/07, which outlined the process of review undertaken in exploring the feasibility of third party involvement in the development of community arts in the District. The Panel reached the following conclusions.

- i) The Panel noted that the work currently undertaken by Epping Forest Arts, not only celebrates and contributes to the "Special Character" of the District but also helps to improve the quality of life of a diverse cross section of our local community.
- ii) Arts initiatives are being used successfully to target groups at risk of social exclusion as well as delivering Key Objectives within the Community, Council and Best Value Performance Plans.
- iii) Much of the work currently delivered by the Council's Arts Service is innovative and fairly unique, in local authority terms in the region, a fact that has been recognised by external funding support from the Arts Council East.
- iv) A key feature of the work of Epping Forest Arts is the strong and effective

network of Partnership work that they have developed, to promote opportunities and participation in the Arts for all ages and abilities.

- i) Epping Forest, unlike many other local authorities does not currently provide or manage any purpose-built arts facilities such as Theatres, Galleries or Studio/Workshop/Rehearsal space. Although some of these types of facilities do exist, on a more limited basis, in the voluntary and education sectors, local people generally have to travel outside of the District to attend performances or exhibitions.
- ii) Due to the lack of Council owned arts facilities, the vast majority of Arts Development Work undertaken by Epping Forest Arts is on an outreach basis, using other local facilities and the wealth of outdoor spaces across the District.
- iii) The wider development of Arts Activity in the District is limited by the current Human and Financial Resources available, in what is a Discretionary Service and by the constraints of working within a Local Authority framework.
- iv) A significant amount of Added value has been brought to the Arts programme by the successful procurement of external funding through Grants etc. However, there is a question mark as to how sustainable this approach will be for the future, as there could well be a reluctance for Charitable Grant making bodies to continue to fund public organisations and as we re-apply to existing funders, who may wish to distribute support to others in the Region.
- v) The District and adjacent areas host a number of other Arts Organisations who deliver arts opportunities to our residents, albeit there would appear to be considerable demand.
- vi) There has been a willingness expressed to explore the potential of some or indeed all of the Council's directly managed arts development work, to be in future delivered by third parties. There may be potential to increase the number of opportunities and participation in the arts by alleviating some of the current limitations on funding and flexibility. The Council would need to be absolutely clear as to what objectives it was seeking in this respect and how quality standards could be retained.

These 10 Key Conclusions of the Review ultimately led to the following Recommendations, which were subsequently endorsed by Overview and Scrutiny Committee and thereafter agreed by the Cabinet.

- (a) That whilst recognising the quality of the current Arts Development work undertaken by the Council's own Arts Team, the Council actively explore the feasibility of third party delivery from suitably qualified and experienced Arts Organisations, for part or all of the Services.
- (b) That the underlying objectives and outcomes of any alternative future delivery option, should be to increase access to and participation in the Arts, for people of all ages and abilities, within the Epping Forest Community.

Cabinet also requested that the feasibility of the alternative delivery of the Arts be undertaken by the Leisure Task and Finish Panel in the 2007/08 Municipal Year. Hence the background to why Members are considering the issue.

Matters for Consideration:

An overview of the current work of the Arts Service was presented to the Panel at the last meeting by Julie Chandler, Community and Cultural Services Manager (*Copies of the Presentation attached to the Minutes*).

With respect to any alternative method of delivering Arts in the district, it is important that a number of Key Objectives are determined at the outset, in order to evaluate any future options.

Drawing from the Review to date and the Council's current adopted Arts Policy i.e. *"The Council supports the Arts in recognition of the vital contribution that they make to the quality of life and to community identity; to the enhancement of the built and natural environment; to mental, physical and spiritual health and to the local economy"*, the following Key Objectives are proposed for consideration.

Key Objectives, Review of Arts Development.

- i) To continue to promote and deliver the Council's adopted Arts Policy.
- ii) To increase access to and participation in the Arts, for people of all ages and abilities.
- iii) To ensure that the current strong and effective network of partnership working is retained.
- iv) To ensure that equality of access to the Arts is maintained and that targeted work is continued with groups at risk of social exclusion.
- v) To ensure that the Arts Service is delivered by the most cost effective means possible and that Value For Money is optimised.
- vi) To ensure that the District continues to benefit from investment in the Arts through the maximisation of External Funding opportunities.

Action - Members of the Panel are asked to agree the Key Objectives for the Review commenting or amending as they see fit.

Options for Future Delivery

Officers within Leisure Services, in consultation with the Local Authority Arts Association and other statutory Arts Bodies, have undertaken a review of how other Local Authorities, who have elected not to pursue traditional direct delivery methods, to provide Arts opportunities and undertake Arts Development.

The results of this research are attached. Officers will take Members through the findings in more detail. However, in Summary, there would appear to be a number of options available to the Council.

1. Outsource service to an external existing Arts organisation who may be either a Voluntary Sector or Commercial entity.
2. Transfer of Service to a new body specifically established to deliver arts development, which may take the form of a charitable entity, re Trust or Company Limited by Guarantee.
3. Explore the possibility of a "Shared Services" approach with another Neighbouring Authority or the County Council.
4. Reduce the level of direct delivery and enter into either a Service Level Agreement, or grant-assisting arrangement with another external Arts Organisation, whilst retaining a Strategic/Co-ordinating role.
5. With the likelihood of Community and Cultural Services (to include Arts) transferring under Top Management Review, to a more corporate position under the Deputy Chief Executive, investigate how the Arts Service could be re-focused across the wider work of the Authority in pursuit of Community/Council/BVPP Key Objectives.

Officers will expand on the service and practical implications of each option.

Action – Members are asked to recommend their preferred option to be reported to the next Overview and Scrutiny Committee in October.

7. 2012 OLYMPIC LEGACY ACTION PLAN

Following on from the Panel's consideration of the Essex Legacy Plan and the presentation on the options for the Council's future involvement, the Deputy Chief Executive will give a verbal report on developments across the County, to include local developments in the District, over the last few months.

Members will also be asked to review the local Legacy Action Plan (to follow).

8. ANY OTHER BUSINESS

9. DATE OF NEXT MEETING

To note the dates of the next scheduled meetings:

- 31 October 2007 and
- 27 November 2007.

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**EPPING FOREST DISTRICT COUNCIL
NOTES OF A MEETING OF LEISURE TASK AND FINISH SCRUTINY PANEL
HELD ON THURSDAY, 9 AUGUST 2007
IN TRAINING ROOM, 25 HEMNALL STREET, EPPING
AT 7.30 - 9.32 PM**

Members Present: Mrs H Harding (Chairman), , Mrs P K Rush, P Turpin, Mrs A Haigh, Ms J Hedges, G Pritchard, B Rolfe (Epping Town Council), H Ulkun and Mrs J H Whitehouse

Other members present:

Apologies for Absence: Mrs P Brooks, S Murray and Mrs R Gadsby

Officers Present D Macnab (Deputy Chief Executive), J Chandler (Community and Cultural Services Manager), L MacNeill (Assistant Head of Leisure Services), C Overend (Policy & Research Officer) and A Hendry (Democratic Services Officer)

8. SUBSTITUTE MEMBERS (COUNCIL MINUTE 39 - 23.7.02)

The Panel noted that Councillor Mrs J Whitehouse would be substituting for Councillor Mrs P Brooks.

9. DECLARATIONS OF INTEREST

The Panel noted there were no declarations of interest.

10. MINUTES FROM LAST MEETING - 5 JULY 2007

The minutes of 5 July 2007 were noted and agreed as a correct record.

11. TERMS OF REFERENCE

The Terms of Reference were noted and agreed.

12. CHANGE IN ORDER OF AGENDA

With the meetings approval the order of the agenda was changed so that the evaluation of the Youth Initiatives Scheme was taken as the next item.

13. EVALUATION OF YOUTH INITIATIVES SCHEME

The Policy and Research Officer introduced the item on the Youth Initiative Scheme explaining that it was initially set up to reduce anti-social behaviour. He emphasised that it was not an exact science and that it was the Panel's task to recommend how they would like to monitor the Scheme. He had put forward a number of suggestions in the report as to how the monitoring could be carried out but there were other possibilities. They could for example consult Housing Services on the tenant's issues raised or the Police on how they view the scheme. They may be able to compare situations and incidences in the area both pre and post scheme implementation

They would need to take into account the views of the young people concerned, the local residents and the local Parish or Town councillors. There would be difficulties in comparing figures for anti social behaviour between different areas; had they declined because of the scheme or for other reasons. Getting meaningful figures would not be easy but overall impressions may be able to be gained.

The officer had undertaken visits to most of the schemes and had drawn up a short report on what he witnessed. He observed that members might wish to visit the schemes themselves.

Councillor Mrs Haigh commented that the official figures say that there had been a decline in anti social behaviour but the general perception has been that there has been an increase. How could a successful scheme be defined? The Policy and Research Officer said they would need a range of indicators, such as who uses it and when and what time of day.

Councillor Pritchard commented that the Councillors could each visit the schemes in their own area and perhaps speak to the youths there on what they thought about it. The Policy and Research Officer said they needed to know the impact on the anti-social behaviour and if the youths were from that area or elsewhere. The Deputy Chief Executive observed that they needed a benchmark to work to, but in the absence of one they may have to rely on anecdotal evidence. It would be useful to know what the Town and Parish Councillors feel about the process, the funding and advice given. Did they get what they wanted? The facilities would have a shelf life, what are they doing to update them? It was also important to hear what the youths had to say. Julie Chandler, the Community and Cultural Services Manager, may be able to help via the Play Strategy. She said that they could include questions on this and also tie it in with the Youth Council's work.

The Assistant Head of Leisure Services commented that each local council must have had an expectation of what they expected as an outcome of the scheme as well as the scheme itself and they should be able to tell us if they had been achieved or there was still the potential for it to be achieved. Councillor Mrs Harding said she could ask her Parish Council for feedback on this. Perhaps the other members could ask their Parish or Town Councils and report back to this Panel.

ACTION: That members ask their local Council whether they thought they had achieved what they wanted from their local youth initiative scheme, and report back to this Panel.

The Deputy Chief Executive agreed that they could do that and that officers could contact the other Town and Parish Councils not covered by members on this Panel to get some feed back from them. There was still the need to establish how the Panel could engage with the young people themselves, perhaps through site visits.

The Assistant Head of Leisure Services said they could contact local schools and ask them if they could fill out a questionnaire. Perhaps use each school's School Council or get senior students to do this as a project. There should be a range of ways used to collect information. Councillor Mrs Haigh added that members could link into local ward councillors so that there was a local link. It was noted that there would be a need for protocol advice on child protection issues for the Panel before they undertake the collection of information from young people.

ACTION:

- i. That local schools are contacted and a questionnaire be distributed for the School Council or senior students to act upon.
- ii. That members link with local Parish or Town ward councillors.
- iii. And that there was a need for protocol advice on child protection issues for the Panel before they undertake the collection of information from young people.

14. FUTURE MANAGEMENT OF WALTHAM ABBEY SPORTS CENTRE

The Deputy Chief Executive filled in the background to this item. Officers have been in communication with the head teacher and the head of the school governors. They are now more aware of what private management of the centre would involve. A new contract will need to be drawn up between the School and the District Council. A draft agreement has been drawn up with the help of our legal services and a list of the contract principles was appended to the agenda for the panel's information.

The Assistant Head of Leisure reminded the Panel that legally from September, everything goes back to the school. An extension would be agreed to cover the period between then and the time when a new agreement could be signed. It would be recommended that the agreement would last for a period of 20 years. She then took the Panel through the draft joint use agreement.

The Panel noted that:

- a) The District Council could appoint a contractor for any period that it saw fit to do so, it would probably be for a seven-year period.
- b) When the District Council signs with the School a third party contractor does not have to be agreed as the Council would undertake its responsibilities direct.
- c) That guidance for Children and Staff in educational setting came out in 2006 and this would have to be taken into account when looking at the interaction between the Council and school usage times.
- d) That the School would be looking at refurbishment of the school in six years time and this would need to be taken into account in the document to safeguard the Council.
- e) That the Governing Body could make changes to the facility without the prior consent of the Council; this clause will be changed to recommend that the Council's permission is required.
- f) There can be enhancement but detail of a particular project would be put as a separate proposal to the Governing Body and would be treated as a separate project be agreed with the School.
- g) A time of year will need to be agreed for when a budget is agreed, also how the budgets are divided up will need to be decided.
- h) There is a need to agree what responsibilities each party would have and who funds what with regards to maintenance and the wording on this is being worked on by officers at the moment. There is also a DDA issue.
- i) The timetable dates are indicative but dependent on when the document is finalised and when agreement is achieved with the school.

15. ARTS PRESENTATION

The Community and Cultural Services Manager gave the Panel a short presentation on the overview of the current work of the Council's Arts Service. A copy of her presentation is attached to these minutes.

After the presentation the Community and Cultural Services Manager was asked if any evaluation was done to identify if these projects helps to cut down on anti-social behaviour. She replied that it was difficult to identify, they do however focus on 'hot spots' with the Police and have noticed that anti-social behaviour had reduced slightly. Also project evaluations are completed on each scheme.

Councillor Mrs Haigh said she had noted that our arts section was highly regarded and had received praise from all over the country.

It was noted that the arts would be discussed more fully at the next meeting of the Panel.

16. WORK PROGRAMME

The Panel noted the work programme for the coming meetings.

17. ANY OTHER BUSINESS

No other business was raised.

18. DATE OF NEXT MEETING

The following were agreed:

18 September 2007 (to be held at the Waltham Abbey Sports Centre)
31 October 2007 and
27 November 2007.

Epping Forest Arts

Epping Forest Council's Arts Development Service

Julie Chandler Community & Cultural Services Manager



Arts Background

- The Council has provided an Arts service in the district since 1974
- In the late 1980's the Arts section was expanded, to meet the government's agenda for improving community sustainability through provision of arts development work.
- Due to its' innovative work Epping Forest Arts is one of the most highly regarded arts delivery services in the within the County and Region.
- The Arts Council (England East) has acknowledged the innovative work that is delivered through Epping Forest Arts, by providing significant project funding for the district since 2001. £75,000 was secured in 2006, to develop a three-year programme of projects and events that explore and celebrate the District's community, history, heritage and environment

Arts programme

- Dance development
- Visual Arts
- Performing Arts
- Music
- Live Art
- Film
- Multi media
- Crafts & Painting
- Festivals
- Celebratory Events

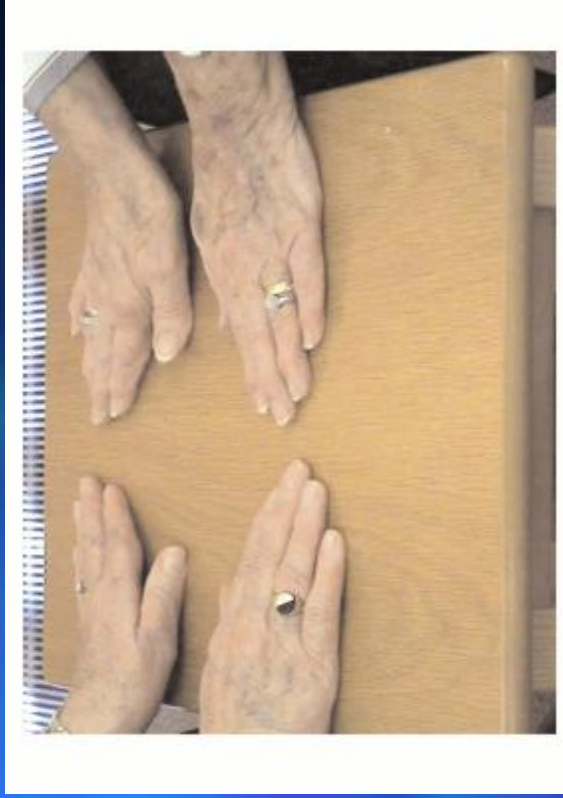


Work with Young People

- **Urban Street Dance** – regular weekly dance classes for boys and girls 12 yrs+ based on the latest street dance styles
- **‘Reaction’ & ‘Fuzion’** – targeted at boys and girls 12 – 16yrs across the range of secondary schools, to bring youngsters together to tackle issues of hostility between school groups, using 3 different dance styles with separate gender groups
- **‘Motiv8’** – dance development project for 6 – 18yr olds culminating in showcase at Debden Park School
- **‘eNgage’** – dance development project for 5 – 20 yrs+ culminating in a performance at Harlow Playhouse
- **‘Isadora’** – Dance development project with youngsters at Wells Park and Oakview Schools
- **Local Dance Groups** – weekly dance groups introduced by EFA and sustained through training volunteers and parents to lead and deliver sessions
- **‘Sense of Place’** – work with young people in key localities of disadvantage in the district

Work with adults and the elderly.....

- 'Arts Alert' — specially designed dance, movement and visual arts programme for adults with special needs from 18 yrs through to 50+, based at Epping Forest College. Workshops culminating in performance.



- 'Sense of Place' — dance and visual arts cross - generational programme, bringing young people and the elderly together in a range of projects to 'break down barriers'. Focuses on Residential Care homes in the district and work linked to local schools

Summer Arts Programme

- 'Lift Off' – acting , dancing and arts skills sessions for 8 – 12 year olds.
- 'Havoc' – circus skills workshop and arts activities for 3 years+
- Theatre Performances – for 2-5 yrs and 4 – 8 yrs
- 'Jammin' – dance workshops for 9 –12 yrs
- 'Mini-madness' – dance, drama and arts & crafts for 3 years+
- 'Pandemonium' – performances, arts & crafts, fun activity day for 3 yrs+
- 'Bugtastic' – bug hunting, pond dipping and games and art
- 'Beach in a box' – summer holiday activity for 3 – 5 years
- 'Arty Antics' – clay making workshops for 6 – 8 years

Other work areas.....

- Administration and management of Epping Forest Music Schools
- Advice and support to local voluntary organisations and local artists
- Management of Small Grants Scheme for the Arts
- Community based arts and environmental events
- Production of Arts Inform – district wide arts activity and events publication
- Provision of specialist advice to internal and external partners
- Strategic partnership working throughout the county, including Essex On Tour and Essex Book Festival
- Representation and participation in Essex Arts Officers group



Delivering local and national priorities

The arts development work undertaken by the Arts Team fulfils a wide range of Council and government targets and in particular through improving community cohesion and promoting an enhanced quality of life for local residents as individuals and in group settings.

Council Plan:

- ⑩ provision of opportunities to engage and consult with local people and communities that would not normally 'have a voice' (Action EP4, IP4)
- ⑩ engagement of young people in positive activities, including a focus on boys sessions (Action HN5, SC2/3)
- ⑩ provision of outreach programmes in targeted localities of the District (action HN5, SC2/3, FL2, EP5)
- ⑩ delivery of programmes and projects that encourage people of all ages to lead healthier lives (SC3, FL3)
- ⑩ respond to issues of deprivation in the district through providing accessible programmes (FL3)
- ⑩ delivery of customer focused services which meet the needs and aspirations of the diverse communities of the district (EP5)
- ⑩ reducing 'fear of crime', through intergenerational work (SC3)

Continued.....

Community Strategy:

- ⑩ improving people's lives through enabling access for all
- ⑩ delivering services in order to help people live healthier and more enjoyable lives
- ⑩ ensuring services for children and young people are directed by the needs of the individual
- ⑩ encouraging people to improve their physical and mental health through partnership working

CPA and the 'Culture Block':

- ⑩ strengthening, building sustainable communities
- ⑩ reduction in social isolation improved social integration/ pride in neighbourhoods
- ⑩ development of capacities
- ⑩ vehicles for socially marginalised groups to articulate concerns
- ⑩ potential to improve employability of people, through increased confidence and specific skills, professional development/transferable skills
- ⑩ regeneration through involvement, communication and exploring meaning

Partners worked with 2006/07

Hereward Primary	Alter Ego Dance Co	Playhouse Theatre – Harlow
Alderton Junior & Infant	Moves & Grooves – dance group	Roxane Permar – visual artist
Epping Upland	Chipping Ongar Primary	Anne Eggebert – visual artist
IC Youth Dance	Funksters – dance group	Carl Stevenson – visual artist
Limes Farm Infant	Debden Youth Dance	Emily Jost – visual artist
Upshire Primary	Debden Park High	St Clare's Hospice
Mad Movers – dance group	Roding Valley High	Epping Upland CE Primary
Thomas Willingale Junior	Holy Cross Junior	Theydon Bois Primary
Roding Valley High	King Harold High	Roydon Primary
West Hatch High	St John's High	Shelley Primary
Kofi Agyemang – dance artist	Parsonage Court	Theatre Resource
Hip Hop Collective	Sherrell House	Matching Green Primary
Flowzaic Dance Co	WRVS	Jiving Lindy Hoppers
Hip Hop Dance Co	Loughton Cricket Club	Troika Ranch – dance co
Barbara Sampson – visual artist	Mad Maureen – clown	
Moreton Primary	Juliet Orchart – music artist	

Partners cont....

Roydon Open Garden Day	Parish Councils: Loughton, Epping, Chigwell, Buckhurst Hill, Ongar, Bobbingworth & The Lavers, Epping Green/Upland, Stapleford Abbotts /Tawney, Moreton, Roydon, North Weald	Bangers & Mash Theatre Co
Theydon Bois Open Garden Day		Ballet First
Theydon Bois Horticultural Society		Focus – Essex Dance
Budworth Hall		Youth in Action – Walthamstow
Ashlyns Organic Farm	Essex on Tour	Cambridgeshire Youth Dance Co
Honeytree Court	Essex Book Festival	Obelon Arts
Redbrick Nursery	Chigwell Library	Claire Levinson – visual artist
Matthews Plants	Countrycare	Dina Williams – dance artist
Jubilee Court	Loughton Library	Epping Forest College
Leonard Davis House	Ongar Library	Epping Youth & Adult Centre
Pelly Court	Epping Library	Mark Storer – visual artist
Oakview School	Buckhurst Hill Library	North Weald Library
Dino Jacovides – creative writer	Debden Library	Waltham Abbey Library
Ivy Chimneys Junior	Metropolitan Police Club	Dance East – Ipswich
Lambourne Primary	Yolande Chandler – dance artist	Braintree College
Epping Green Association	Michael Szpakowski – visual/sound artist	Stapleford Abbotts Primary
Davenant Foundation School		

Summary

Epping Forest Arts currently provides a wide range of arts programmes for children, young people, the elderly and those with additional needs

- 7127 people have taken part in Epping Forest Arts activities in 2006/07 (to date)
- 6241 of these are children and young people
- This represents 27% of the district population aged 3- 18 years
- The following 5 minute DVD demonstrates a typical piece of EFA work, which was undertaken with young people on Limes Farm Estate, Chigwell.

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 feasibility for alternative Arts Development in the District;
 - iii) The monitoring of Youth Initiatives Scheme; and
 - iv) Olympic Bid - to undertake a review of the opportunities presented by the 2012 Olympic & Paralympic Games and bring forward proposals as to how the Council may wish to respond, including priorities for action and any resource implications.
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:

To gather evidence and information in relation to the topics through the receipt of data, presentations and by participation in fact finding visits;

To consult with Partners, Agencies, Stakeholders and Users of the services under review, to establish key issues and future need;

To evaluate all relevant facts in relation to the topics under review in an objective way and to produce recommendations for future action accordingly;

To establish whether there are any resource implications arising out of the topics under review and advise Cabinet for inclusion in the Budget Process 2008/09; and

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.

TIMESCALE	ESTIMATED	ACTUAL
Commencement		5 July 2007
<u>Finish</u> 1. Interim report to include any budgetary items for the	By October 2007	

LEISURE TASK AND FINISH PANEL: TERMS OF REFERENCE

next budget round.		
2. Future Management of Waltham Abbey Sports Centre. 3. Review of the Arts Development in the District. 4. Monitoring of the youth initiative scheme. 5. Olympic Bid - review	By September 2007 January 2007 Feb-March 2008?	
Reports.	As above	

LEISURE TASK AND FINISH PANEL 2007/08 – WORK PROGRAMME

Proposed Date	Item	Current Position
Thursday 5th July 2007	Agree Scope of Reviews and Terms of Reference Consider Draft Work Programme	Agreed. Agreed.
Thursday 9th August 2007	Methodology for Evaluation of Outdoor Youth facilities Initiative. Draft Dual-Use Agreement and Timetable for Waltham Abbey Sports Centre Arts Presentation	Various method were considered. Agreement considered and agreed. Presentation received.
Tuesday 18th September 2007 <i>To be held at the Waltham Abbey Sports Centre.</i>	Methodology and Options for Alternative Delivery of Arts Development Development/Agreement of Key Objectives. Consideration of Olympic Legacy Local Action Plan	
Wednesday 31st October 2007	Feedback of Results of Evaluation on Youth Facilities Initiative/Agree Recommendations to Overview and Scrutiny. Progress Report on Feedback from King Harold School/Agree Provisional Tender Timetable if appropriate.	
Tuesday 27th November 2007	Review Initial Expressions of Interest from Alternative Arts Providers.	

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LOCAL AUTHORITY ARTS PROVISION COMPARATORS

1. ADEC, Arts Development in East Cambridgeshire

District council, pop 78500, 97.5% white

Jane Wilson,
01353 669022 jane.Wilson@adec.org.uk
<http://www.adec.org.uk/>

Legal Status and age

Company Limited by Guarantee
Registered charity

Existing arts organisation (Ely Arts Association) was developed to become ADEC 14 years ago.

Contract with Local Authority

Reviewed annually on a 3 year cycle

One trustee nominated by ECDC - it is down to the individual whether they actually take up the role of trustee or sit as an observer.

One officer of the Council in attendance at board meetings (six times a year)

Portfolio

- Babylon Gallery
- gigs, classical and world music concerts,
- touring theatre,
- children's theatre,
- poetry,
- dance events
- Ely Cinema based at the Maltings, Ely,
- [act] arts in cambs on tour programme
- financial support and advice to other art groups in East Cambridgeshire.
- What's on guide including arts events taking place throughout East Cambridgeshire

Number of staff

8 in office
8-12 casual
various artists as required
50 volunteers
10 trustees

Turnover

£400,000 2006/07

Council spend on arts per capita

£1.80

Organisational spend on arts per capita

£4.00

% of income from local authority

48% now. Previously they were main funders but lower percentage due to development of income and cuts in their funding

Benefits

Flexibility – able to make decisions and react very quickly to situations. EG ADEC able to take over running of Ely cinema within 6 weeks of news of its closure

Funding flexibility – able to source funding from a variety of sources.

Able to be more entrepreneurial in thinking

Different perceptions from funders and from members of public – ADEC feel that they are able to develop volunteer base more easily than if they were still at Council

Access to wider range of networks

Negatives

Have to work to maintain relationship with different parts of council eg Planning, and to remain in the loop.

Other information

No large scale arts organisations in region
ECDC did not formerly have an arts service

2. Link4Life - Rochdale

Beate Mielemeier – Arts officer, 01706 866 238 beatemielemeier@link4life.org
<http://www.link4life.org>

Metropolitan Borough Council, pop 205, 233 – ethnically mixed

Legal Status and age

New Trust Created 1st April 2007

Contract with Local Authority

Rochdale has created this new, independent company, under an initial 15 year Partnership Agreement, to operate as a Cultural Trust. It pays the Trust a contract charge for the delivery of services in line with an agreed standard of performance.

- Arts and Heritage
- Entertainment
- Fitness and Health
- Sport and Leisure

May be joined by libraries

Decision arrived at after feasibility report commissioned by consultants

Portfolio

9 clients, programme and small grants

Number of staff

1 Arts development
50 in total Cultural Services

Size of arts budget

£180,00 for revenue clients

£5,800 for programme

£4,800 for small grants

Council spend on arts per capita

50p per head

Benefits

- Freedom from council bureaucracy
- Great flexibility
- Admin and finance are in house
- Encourages council to look at Cultural Services in terms of real worth

Negatives

Actual process of change has taken since 2004

Process not communicated well to staff so low staff morale and high staff turnover

Other points

Process driven very much by sports centres and their associated financial structures

3. Braintree Cultural Services

Jean Grices – Cultural Services Manager 01376 325 266 jean.grice@braintree.gov.uk

Braintree explored the possibility of putting Cultural Services out to Trust by sourcing staff to run the trust. To include Arts Development post and Tourism.. Heritage Services has been in Trust since 1992. Decision was taken not to follow this avenue because of implications of transferring responsibility for Grade II listed Town Hall Centre to Trust. It was also felt that it is illogical to outsource on their own, and the Leisure Centres had already been outsourced. BDC are now developed Tourism within the Cultural Services BDC do not provide Community Arts.

Number of staff 2

Turnover not known

Council spend on arts per capita less than £3

Cultural Services spend on arts per capita .51p

4. Chelmsford Council

CC had planned to put whole of leisure dept, including 2 Theatres, Arts Development, 4 sports centres and sports development out in 1st April 2008 to a new Trust.

However this has now been put on hold to enable CC to prioritise a new sports facility in the town.

5. Wigan Leisure and Culture Trust

Wigan, pop of 81,203, administrative centre of the [Metropolitan Borough of Wigan](#)

Some challenges from Charity Commission re: charitable status generally

Chris Wyatt – Community Regeneration manager for Wigan Leisure Tours
01942 486929 c.wyatt@wlct.org
<http://www.wlct.org/>

What is Wigan Leisure & Culture Trust?

Wigan Leisure & Culture Trust (WLCT) was formed in 2003. The organisation is a charitable trust working on behalf of Wigan Council to manage and support Leisure and Cultural facilities, initiatives and events for over 300,000 residents across the Wigan Borough.

Has external funding and income generation, including an annual grant from Wigan Council. The Trust is a registered charity and a social enterprise

A trading arm exists for services that are deemed not to be charitable. These are the catering services at Haigh, Leisure Venues and Grounds Maintenance. Each of these services come under the banner of Wigan Leisure & Culture Enterprises.

Responsible for: Leisure inc parks, leisure venues, biodiversity, grounds maintenance, playing fields, cemeteries and crematoria

Culture inc Local History services, archives, young people's services, play section

Tourism inc events, festivals, tourist information

Sport inc sports development, sports centres, active life services

Arts inc festivals, gallery, arts development

Libraries

6. Hounslow – Culture and Community Services Ltd CIP

Harkirat Assi 08454562975 harkirat.assi@cip.org.uk

CIP delivers a wide range of services including the following:

- Strategic Planning
- Cultural strategy
- Libraries Plan
- Parks Development Plan
- Library Networks, Bibliographic Services, School Library Services, Mobile Library Service
- Leisure Centres, Swimming Pools, Gyms and Sports Facilities
- Culture, Arts and Events, Theatre and Community Halls
- Ecology Services, Rare Breeds Centre, Allotments and Landscape Services
- E-Government and People's Network Heritage, Museums and Historic Houses

- The Management of Country Parks and Green Spaces
- Tourism Services and Tourist Information Centres
- Community Recreation and Sports Development Play Schemes.

When CIP was set up in April 1998, the aspirations and principles as stated in the report to the Special Joint Committee Meeting of the Leisure Services and Policy and Resources Committee on 24th March 1998 were:

- To safeguard important, popular and well used community services and jobs
- To increase the opportunities for attracting external funding and innovative public/private/voluntary partnership working
- To generate significant non domestic rate (NDR) and VAT savings, although this was not the dominant motive for the transfer
- For the Council to work in close partnership with the organisation.
- To ensure budget stability at the outset to ease the transition
- That the relationship should be one of 'embedded partnership' to provide and develop coherent leisure provision as well as fulfilling a corporate role in the development of services for the Council.

Based on this, CIP delivers continuously improving services that contribute to increasing social inclusion by working in partnership with local communities, public and non-governmental organisations.

7. East Northamptonshire Cultural Trust

Arts and Heritage Officer, Angela-Gaye Mallory-Starks, 01933 653809 angela-gaye.mallory-starks@culturalcommunitypartnerships.org.uk.

East Northamptonshire Cultural Trust is one of the first not for profit charitable trusts appointed to operate a local authority's portfolio of leisure and cultural facilities.

Responsible for:

- three leisure centres
- arts and heritage development
- community development and cultural services.
- Grant support for community events and activities
- Heritage building used for arts and heritage exhibitions, workshops and events.

Registered Charity Number: 1109338. Working on behalf of [East Northamptonshire Council](#)

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