

Scrutiny Task and Finish Panel Agenda



Leisure Task and Finish Scrutiny Panel Monday, 25th February, 2008

Place: Committee Room 2, Civic Offices, High Street, Epping

Time: 7.30 pm

Democratic Services Officer: Adrian Hendry, Tele 01992 56 4246
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Members:

Councillors B Rolfe, 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 and H Ulkun

1. APOLOGIES FOR ABSENCE

2. SUBSTITUTE MEMBERS (COUNCIL MINUTE 39 - 23.7.02)

(Assistant to the Chief Executive) To report the appointment of any substitute members for the meeting.

3. DECLARATIONS OF INTEREST

(Assistant to the Chief Executive). 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. MINUTES FROM THE LAST MEETING (Pages 7 - 34)

To consider and agree the notes of the meeting of the Panel held on 18 September 2007 held at Waltham Abbey Sports Centre.

5. TERMS OF REFERENCE / WORK PROGRAMME (Pages 35 - 38)

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. EVALUATION OF THE YOUTH INITIATIVES SCHEME: (Pages 39 - 40)

Members of the Task and Finish Panel, at a previous meeting, considered a paper prepared by the Council's Policy and Research Officer on the Youth Initiatives Scheme. It was explained that the scheme was initially developed to provide diversionary activities and facilities, in order to reduce anti-social behaviour. The Panel discussed options as to how best to evaluate the success of the Council's investment of some £100,000 in each year of the programme. It was felt important that Local Town and Parish Councils should be asked to comment; a view should be sought from local community police officers, and importantly young people themselves.

The initiative has been spread out in a three-year programme over the financial years 2005/06, 2006/07 and finally 2007/08. As such some schemes in this current financial year have yet to be completed, or have only recently been implemented. While the earlier years' schemes have been in place sufficiently long to be able to gauge their impact, to avoid any further delay in the review, it is proposed that the evaluation of the 2007/08 schemes be carried out in the Autumn of 2008.

However, in the coming weeks, an evaluation of the 2005/06 and 2008/07 projects is to be carried out. This will be done through consultation with various stakeholders about the effect of the new youth facilities. It is intended that this part of the evaluation be completed by the end of March 2008, to enable the results to be included in the Task and Finish Panel's final report to Overview and Scrutiny Committee in April 2008.

The evaluation of the schemes will be in the form of a number of bespoke questionnaires seeking the views of Town and Parish Councils, the police and young people. It is hoped that Secondary Schools and the newly formed Epping Forest Youth Council, will be involved in the consultation.

A Sample Questionnaire is detailed as an Appendix, which has been designed for Members of Town and Parish Councils.

Chris Overend, the Council's Policy and Research Officer, the lead officer on the Youth Initiatives Scheme, has been liaising with the Council's Consultation Officer, and will be in attendance to address any questions and provide further clarification.

Members will be aware of the success of the "Big Lottery" Play Bid, which saw an award of some £244,000 to improve play provision in Nazeing, Limes Farm

and Lambourne. As part of this bid process, extensive audit and consultation work was undertaken to produce a 10-year Play Strategy, identifying need over the period 2007-2017. Whilst the next two years will see the investment of the additional £244,000, there are still schemes later in the Strategy Programme that will require funding.

Depending on the outcome of the evaluation of the directly funded projects, Members of the Task and Finish Panel may therefore be minded to recommend, that in future, further Capital Funding is bid for within the Council's Capital Programme. This would be in order to continue the improvement of outdoor play and youth provision across the District.

Members are asked to endorse the general approach being adopted and specifically comment on the design of the Town and Parish Council Questionnaire.

7. OLYMPIC LEGACY UPDATE

Following the earlier presentation on options available to the Council to maximise the benefits of the 2012 Olympic and Paralympic Games, there have been a number of developments with potential implications for the District.

(i) White Water Canoe Venue:

In October 2007, the Olympic delivery agency announced that, due to the risks of contamination as a result of soil tests, the planned venue at Spitalbrook, Broxbourne, was no longer considered viable.

Investigative work has been undertaken on alternative venues. A site some 6 miles south, still on land owned by the Lee Valley Regional Park Authority, in close proximity to Waltham Abbey (although in the Broxbourne District Council administrative area) has been provisionally identified as an alternative.

On face value, the new site may present less concerns regarding construction traffic and spectator congestion, enjoying better public transport links. It may also present a good boost to the local economy of the District and in particular Waltham Abbey as well as a valuable legacy resource for canoeing and outdoor education.

In November the Director of the Lee Valley Regional Park Authority gave a presentation to the Council's Cabinet and Waltham Abbey Town Council, which whilst lacking in final detail, was well received.

The International Olympic Committee and International Canoeing Federation have still to give final endorsement to the alternative site, but officers will endeavour to keep Members abreast of developments and timescales as they start to emerge.

(ii) Mountain Bike Venue:

As Members may be aware, Essex was to host the Mountain Bike

Event at South Weald Park in Brentwood. However, in the last two weeks, the International Cycling Federation have withdrawn their endorsement for the venue, on the basis that it lacks sufficient “drop” to be technically challenging enough to their top performers, by 2012.

This is a major blow for Brentwood, who had anticipated some significant legacy benefits. A search is now underway for an alternative venue in Essex, although at this stage it is difficult to identify where an incline of 300m could be achieved.

Originally, sites were identified in Epping Forest at the pre-bid stage, although the Corporation of London were not prepared to authorise the use of Forest land, largely due to the potential environmental impact. Again, Members will be advised of any new approaches to utilise sites in the area.

(iii) Olympic Breakfast – 6 December 2007:

The East of England was one of the foremost supporters of the London 2012 Olympic Bid, with Essex being a strong contributor in helping the region to register the highest level of public support for the Games, across the whole of the UK. The economic impact study undertaken to support the bid, identified that the economic benefit to Essex could be as high as £139M.

As Epping Forest is uniquely positioned to take advantage of the Games, the District Council along with Business Link East, hosted a Business Breakfast designed to assist locally based businesses in winning contracts directly associated with the Games, as well as increasing the amount of business they carry out within the public sector. The event held on the 6 December 2007 was well supported by Local Businesses, with the Council’s Economic Development Officer and Business Link able to provide follow up advice.

(iv) Officer Working Group:

In order to co-ordinate the numerous aspects of the potential impact of the 2012 Games, from sports development to transport and emergency planning, a new Officer Co-ordinating Group is being established. The cross Council Group will be chaired by the Deputy Chief Executive with standing members as well as the opportunity to draw in external representatives as necessary. The minutes and action plans will be published on the Council’s communications system and regular updates placed on the Council’s Website and Members’ Bulletin.

Members of the Task and Finish Panel are asked to comment and note the update on the Olympic issues.

8. FUTURE MANAGEMENT OF WALTHAM SPORTS CENTRE

At the Panel’s meeting in August, Members considered a proposed new Dual Use Agreement for the management of Waltham Abbey Sports Centre. The

draft covered the respective responsibilities of the Council and King Harold School. This was followed by a site visit to the Sports Centre in September, which assisted the Panel in appreciating the current facilities and activities offered.

As previously reported, despite some initial resistance, the School, through ongoing dialogue, now have a greater understanding of the implications of a Third Party Leisure Management Contractor, being appointed to undertake the day-to-day operation of the site.

In January 2008, the Deputy Chief Executive and Assistant Head of Leisure Services, attended a meeting with the Headteacher and School Bursar, where it was confirmed that the Governing Body had now formally considered the matter. In summary, provided that there was not direct interface with the contractor, who in effect would be the Council's appointed management agent, they would be prepared to go down the external contractor route. The School were also keen to stress that no "education expenditure" could be used to subsidise community use.

The Headteacher went on to explain in outline terms, how the School had aspirations to achieve a major refurbishment and redevelopment, which would see the demolition of the older parts of the building and replacement new build facilities. This was hopefully to be funded by the "Building Schools for the Future" programme. A decision about whether King Harold's application had been successful would be known, in late Spring 2008. The indicative plans would appear to leave the Sports Centre largely unaffected although the building programme may have some implications in terms of access and potential impact on parking. Another consideration highlighted was the potential need to have some extra gymnasium space provided within the Sports Centre, if funding could not be found to have it within the main rebuild.

However, whilst the School would be in agreement to an external contractor, as previously indicated, this would need to be by open competitive tender. This is based on legal advice, as the management of the site could not be a variation to the Council's current Contractor's contract, as it was not within the original offer tendered.

It would take in the region of 6-8 months to undertake the tender process, once a decision had been taken to proceed. As the current formal agreement between the Council and School expired in October 2007, and both parties are holding over on the existing terms, it is recommended by the Council's Legal and Insurance Officers, that a holding agreement is entered into in the short term until any new Dual Use Agreement/Contract is let. The School are willing to enter into this, but would like it to be for a minimum of 12 months to assist their forward planning.

The Council has built the costs of operating Waltham Abbey Sports Centre in the current way, into the 2008/09 budget. Therefore resources have been allocated up until the 31 March 2009.

Members are therefore asked to recommend to Overview and Scrutiny that:

1. **A new Dual Use Agreement is entered into with the King Harold School for the future management of Waltham Abbey Sports Centre.**
2. **That the Council seek an external management contractor to undertake their management responsibilities under the new Agreement.**
3. **That the Contract period be in line with the existing contract for the Council's other four Centres.**
4. **That the Council enter into a holding arrangement with King Harold School on the existing terms of the current Agreement, up until the 31 March 2009.**

9. ANY OTHER BUSINESS

10. DATE OF NEXT MEETING

The Panel is asked to decide on a suitable date from the following:

Tuesday 11 March 2008
Thursday 13 March 2008
Tuesday 25 March 2008

**EPPING FOREST DISTRICT COUNCIL
NOTES OF A MEETING OF LEISURE TASK AND FINISH SCRUTINY PANEL
HELD ON TUESDAY, 18 SEPTEMBER 2007
IN WALTHAM ABBEY SPORTS CENTRE, BROOMSTICKHALL ROAD, WALTHAM
ABBAY, EN9 1LF
AT 7.30 - 9.12 PM**

Members Present: Mrs H Harding (Chairman), , S Murray, Mrs P K Rush, Ms J Hedges, P House, G Pritchard, H Ulkun and J M Whitehouse

Other members present: M Cohen

Apologies for Absence: Mrs P Brooks, Mrs R Gadsby, Mrs A Haigh and B Rolfe

Officers Present D Macnab (Deputy Chief Executive), L MacNeill (Assistant Head of Leisure Services), J Chandler (Community and Cultural Services Manager), F Hall (Arts Officer), B Ovens (General Manager Waltham Abbey Sports Centre) and A Hendry (Democratic Services Officer)

19. SUBSTITUTE MEMBERS (COUNCIL MINUTE 39 - 23.7.02)

The Panel noted that Councillor Jon Whitehouse would be substituting for Councillor Mrs A Haigh.

20. DECLARATIONS OF INTEREST

The Panel noted that there were no declarations of interest made pursuant to the Council's Code of Conduct.

21. MINUTES FROM THE LAST MEETING

The minutes of 9 August 2007 were noted and agreed as a correct record, subject to the addition of Councillor M Cohen's apologies for absence.

22. TERMS OF REFERENCE AND WORK PROGRAMME

The Panel noted the Terms of Reference and Work Programme, which they considered still to be relevant and would not require any amendment.

23. TOUR OF WALTHAM ABBEY SPORTS CENTRE

The Panel members were taken on a tour of the Sports Centre by the Centre's General Manager, Bill Ovens. He offered an insight into the facilities available and answered questions from the members.

After the tour the Assistant Head of Leisure Services informed the Panel that there was to be consultation with King Harold's Secondary School regarding a list of issues on the joint use agreement. The draft contract would then be finalised and would be presented at the following Panel meeting for their agreement.

24. FUTURE DEVELOPMENT OF THE ARTS IN EPPING FOREST

The Panel reviewed the proposed key objectives for the review of Arts development and requested that an extra point be added to reflect the Council's wider objectives that include such things as crime and disorder and health issues, this was added as the first objective. The Panel agreed the following:

- i) That the Arts Service make a contribution to wider Council objectives, including crime and disorder and health improvement.
- ii) To continue to promote and deliver the Council's adopted Arts Policy.
- iii) To increase access to and participation in the Arts, for people of all ages and abilities.
- iv) To ensure that the current strong and effective network of partnership working is retained.
- v) To ensure that equality of access to the Arts is maintained and that targeted work is continued with groups at risk of social exclusion.
- vi) To ensure that the Arts Service is delivered by the most cost effective means possible and that Value For Money is optimised whilst maintaining a creative and forward thinking arts programme.
- vii) To ensure that the District continues to benefit from investment in the Arts through the maximisation of External Funding opportunities.

The Arts Officer and the Community and Cultural Services Manager introduced a presentation on the future development of the arts in Epping Forest. The presentation is attached.

The officers outlined the national picture for Local Authority Arts Delivery, that 312 Local Authorities (out of 414 authorities) in England and Wales have an in-house service. Only 1 of the 414 have outsourced their arts service solely. 2 sets of councils share their arts provision, where this consists of arts facility management and a sole Arts Officer. The 5 options for Epping Forest Arts Delivery were then considered:

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.

A quick resume of the two most significant arts organisations in the district was given; Buckhurst Hill Community Association and Theatre Resource (Ongar) and the work of the commercial arts training organisations in the area such as E15, Stage One and Loughton Music Academy was outlined.

The officers then took each option in turn and ran through the benefits and issues that were connected with them and then summed up each by summarising their findings.

After the presentation the Panel went on to consider the option for future delivery of the arts in the district. Councillor Cohen requested a further explanation of what exactly a move to a more corporate position would entail. The Deputy Chief Executive replied that Community and Cultural Services now have a wider agenda which will include youth and health, this can be brought into a central service heading under one service head. It can then be pushed centrally and not split under various service directors.

Councillor Murray commented that for the money we spend we get very good value and are highly regarded. What we do, we do well and he saw no reason to change how we deliver these services. This would lead him more to endorsing Option 5. He had not seen any other external service that provides a better service for the money.

Councillor Jon Whitehouse was not convinced that a real problem had been identified. They should, as a matter of course, look for better value for money for the services provided, but he had not seen anything to say that wholesale outsourcing was needed. It may be that we may need to work in partnership with more outside bodies and he thought that would fit naturally in with Option 5 and maybe partly into Option 4 as well.

The Chairman agreed that we should keep our channels open with outside organisations. The Arts Officer agreed and also emphasised that there was also a lot more collaboration within the Council's services – doing more of what a Council would want a Council Arts department to do.

Councillor Mrs Rush was worried about future funding and that it may dry up. The Cultural Services Manager said that the funding problems would affect all the organisations not just the Council and if we joined up with outside organisations we would be affected by their funding problems. It was thought that the arts sector in general will have a bad few years. Councillor Rush said she would still like to be able work with other outside bodies.

RESOLVED:

- 1) That the Panel agreed the seven key objectives for the review of arts development.
- 2) That the Panel endorsed Option 5 of the report that stated: “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, to investigate how the Arts Service could be re-focused across the wider work of the authority in pursuit of Community/Council/BVPP Key objectives. This approach would not exclude

the opportunities of working on joint projects with external agencies and the sourcing of external funding.”

3) The Deputy Chief Executive will produce a report to this effect to go to Overview and Scrutiny and then on to Cabinet.

25. 2012 OLYMPIC LEGACY ACTION PLAN

The Deputy Chief Executive updated the Panel on the latest developments in the Legacy Action Plan.

Brentwood: the Mountain Bike Competition is to be held at the Weald Country Park. This was to be held in Epping Forest, but the Corporation of London did not want it for ecological reasons.

The competition will take place during the last weekend of the games. It would include 80 of the top male competitors and about 50 of the top female competitors. Brentwood is very keen on this and will construct a special 5km course, which will stay as a legacy for the area. They are also developing a cycle network in the area in conjunction with the Olympic course to promote cycling generally. To enable public participation they have also set up a consultation forum.

Broxbourne: White Water Canoe facility. The proposed venue is to be ready for the 2010 World Championships, although they have yet to receive planning permission for the site. The site is contaminated and Thames Water does not want water used on the site to enter the natural water channel of the River Lea, so a self-contained system is being proposed.

There are also major concerns about excessive traffic, and the Olympic Delivery Agency is to encourage the spectators to travel to the site by rail. The Council will continue to liaise closely with Broxbourne.

The course will be left as a permanent legacy for the region for Whitewater sports.

Generally:

- Cultural Olympiad: there will be about £42 million to be spent to celebrate the games, but this will be steered towards national events and the opening and closing ceremony and the money is unlikely to trickle down to district level.
- North Weald Airfield has not yet been included as a proposed Park and Ride facility in the Olympic Transport latest plan, although it featured in the original bid.
- There is a Business Breakfast event (on 17th October) coming up to discuss key topics; details will be put in the Members Bulletin.
- An Officer Group will also be set up to co-ordinate EFDC's reaction to the Olympic plans.

26. ANY OTHER BUSINESS

No other business was raised.

27. DATE OF NEXT MEETING

The following were agreed:
31 October 2007 and

27 November 2007.

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Future Management of Epping Forest Arts Service

Julie Chandler – Community & Cultural Services Manager
Felicity Hall – Arts Officer
18th September 2007

The National Picture of Local Authority Arts Delivery.....

The range of local authority arts provision varies widely throughout the Country, with 312 LA's in England and Wales out of 414 authorities providing an Arts Development service 'in house', with from 1 to 7 members of staff.

Out of 414 Local Authorities, 4 have outsourced their arts service within wider leisure or cultural organisations and only 1 has outsourced their arts service solely

2 sets of 2 councils share their arts provision:
Chesterfield/North East Derbyshire Borough Councils
Oadby & Wigston Borough Council/Blaby DC

Local Authority Comparators

Outsourced Leisure Services

East Northamptonshire Cultural Trust*

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, and events.

Local Authority Comparators

Hounslow – Culture and Community Services Ltd CIP*

Responsible for:

- Strategic Planning for culture, libraries and parks
- Library services
- Leisure centres and swimming pools and sports development
- Culture, arts, events and community halls
- Ecology and landscape services, parks and allotments
- Museums and heritage
- E-government
- Tourism

Local Authority Comparators

Wigan Leisure and 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.

Responsible for: Leisure inc parks and venues

Biodiversity, Grounds Maintenance and Playing fields

Cemeteries and crematoria

Culture (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

Local Authority Comparators

Link4Life – Rochdale

Responsible for: Arts and Heritage, Entertainment

Fitness and Health, Sport and Leisure

New Trust Created 1st April 2007, 15 year Partnership with Rochdale City Council with contract charge for the delivery of services in line with an agreed standard of performance.

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.

Local Authority Comparators

Cultural Services Outsourced

Braintree Cultural Services

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.

Local Authority Comparators

Arts Services Outsourced

ADEC, Arts Development in East Cambridgeshire

An existing arts organisation (Ely Arts Association) was developed to become ADEC 14 years ago. ECDC did not have an arts service at the time. It is a Registered charity and Company Limited by Guarantee. It has a 3 year contract with ECDC, which is reviewed annually

Responsible for: Babylon Arts Gallery

music, poetry, dance and theatre events

Ely Cinema

ACT arts in Cams on tour programme

Financial support and advice to other art groups in district

What's on guide including arts events taking place in district

Options for Epping Forest Arts Delivery

1. Outsource service to an external existing Arts Organisation who may be either a Voluntary Sector or Commercial entity
2. Transfer service to a new body specifically established to deliver arts development, which may take the form of a charitable entity, 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 an external Arts Organisation, whilst retaining a strategic/coordinating role
5. With the likelihood of Community & Cultural Services transferring to a more corporate position under the Top Management Review, investigate how the arts service could be refocused across the wider work of the authority in pursuit of Community/council/BVPP Key Objectives

Existing Arts Organisations in the area

There are only a few organisations within the voluntary, charitable and commercial sectors of the district that currently provide arts development opportunities for the wider community. In addition to these, there are a wide range of much smaller organisations that include music societies, flower arranging clubs, choirs etc. The two most significant organisations are as follows;

Buckhurst Hill Community Association Established in 1950, BHCA has provided opportunities for recreational pursuits to the local community of Buckhurst Hill over the last 50 years. The Association owns a large community facility, that was converted from a residential property, which is used to provide arts and leisure opportunities for children and adults of all ages. The Association employs tutors to deliver an extensive range of classes and these include embroidery, calligraphy, painting & drawing, book crafts and musical tuition, along with yoga and various fitness classes. BHCA is an independent organisation and registered charity and relies on income from participant fees to fund its core activities.

Existing Arts Organisations in the area cont/...

Theatre Resource (Ongar) Theatre Resource is the largest arts in education organisation in the district. The key focus of the organisation's work is providing services for people with physical, sensory and learning difficulties, and disadvantaged children and young people in Social Care. Based at Great Stony Arts Centre in Ongar, Theatre Resource has a performance space and 3 classrooms and works in conjunction with community education groups to provide a range of courses from arts & crafts and leader training, to meditation and drop in sessions for people with mental health problems.

Outreach work is mainly delivered across Essex and the eastern region and a variety of disability leader and trainer courses are delivered on a national basis. The organisation is currently in the process of fundraising for a £5m capital development on its current site, that will provide residential accommodation for people with disabilities, and learning and support facilities.

Many staff that are employed by Theatre Resource are registered disabled and the organisation actively promotes employment opportunities for people with disabilities. This has resulted in some very innovative practises at Great Stony, including establishment of an 'in house' catering service.

At present, Theatre Resource works on a very limited outreach basis in Epping Forest District

Theatre Resource cont...

Theatre Active (Harlow) Although based in Harlow, Theatre Active provides a range of school based Theatre Education work in Epping Forest District. The organisation which has charitable status has a small team of staff, who work with children and young people in a curriculum and after –school setting to deliver targeted education work on issues such as diversity and social inclusion across Essex.

Landscape+Arts Network Services (LANS) works with Lee Valley Regional Park to deliver the arts programme for Gunpowder Park. They work with a variety of practitioners including artists, designers, landscape architects, environmentalists, scientists and academic institutions to deliver an innovative programme of arts and environment activities, ranging from research and development, new commissions, creative workshops, exhibitions, to special events and publishing.

Commercial Arts Organisations.....

The district is also the base for several commercial arts training organisations the most notable of which are:

E15 (East 15 Acting School) The primary role of E15 is to provide qualifications for people wishing to join the acting and directing profession. The organisation draws in students from a very wide catchment across Essex, Hertfordshire and London, who undertake part and full - time qualifications at the school including: BA in Acting, Cert HE in Theatre Arts; Film, TV and Radio; Contemporary Theatre and Theatre Technical Studies. E15 works with the University of Essex to deliver accredited qualifications and is currently building a second £2m educational facility in Southend.

Stage One

Well respected, and well connected commercial musical theatre and dance school based in Chigwell which runs various courses in the district and neighbouring areas. It also has a commercial theatrical agency for young performers. Former students have gone onto to work professionally in the performance sector.

Loughton Music Academy

Established commercial music school in Loughton providing lessons for variety of musical instruments for all age groups. It also runs a commercial instrument shop.

Option 1

Outsource to an external existing Arts organisation who may be either a voluntary Sector or Commercial entity.

Benefits:

- 1) Potential reduction in support service costs
- 2) Opportunities to access wider external funding?
- 3) Potential to retain level of current arts provision across district

Issues:

- 1) Lack of existing organisations in the district that have the infrastructure, experience and capacity to deliver the current level and variety of Arts provision delivered through EFDC.
- 2) Potential reduction in customer satisfaction
- 3) Reduced level of arts development provision for specific target groups
- 4) Commercial entity's requirement to focus on a financial return
- 5) Time and resources cost in relation to preparation of tender specification and process
- 6) Need to have a funding agreement that fulfils the Council's objectives, and addresses the Key Objectives of the 2007 Leisure Task and Finish panel
- 7) Requirements under TUPE and liability for redundancy and pension costs

Option 2

Transfer service to a new body specifically established to deliver arts development, which may take the form of a charitable entity, Trust or Company Limited by Guarantee

Benefits:

- 1) Reduction in support service costs
- 2) Wider opportunities to access external funding
- 3) Opportunity to retain EFA personnel to ensure continuity and quality of service provision
- 4) Opportunity to attract new partners to the Trust Board and therefore gain new support
- 5) Continued alignment with Council Services in terms of meeting Council objectives, and Key Objectives of Task and Finish

- 6) Potential to retain level of current arts provision across district

Issues:

- 1) Time and resources cost in relation to planning and establishment of Trust
- 2) Council needs to be confident of charities ability to be properly resourced
- 3) Would require planned clarity around funding agreement terms and conditions

Option 3

Explore the possibility of a 'shared services' approach with another neighbouring authority or the County Council

Benefits:

- 1) Potential reduction in support service costs
- 2) Potential alignment with 2012, cultural developments and tourism
- 3) Potential to retain level of current arts provision across district
- 4) Potential to combine with Option 2 to create a new trust in partnership with partner authority

Issues:

- 1) Need to clarify benefits for Local Authority partner?
- 2) Conflicting agendas – political and service specific
- 3) Potential confusion over identity of service provider
- 4) Increased hidden costs of travel
- 5) The need to ensure effective communication and partnership working, which may be difficult when applied to a relatively small service in isolation.

Option 4

1. Reduce the level of direct delivery and enter into either a Service Level Agreement, or grant-assisting arrangement with an external Arts Organisation, whilst retaining a strategic/coordinating role

Benefits:

- 1) Potential reduction in support service costs
- 2) Opportunities to access wider external funding
- 3) Potential to retain level of current arts provision across district

- 3) Conflicting agendas
- 4) Need to maintain Arts Officer level direction of work
- 5) Limited choice of appropriate organisations within the district
- 6) Need to have a funding agreement that fulfils the Council's objectives
- 7) Requirements under TUPE and liability for redundancy and pension costs
- 8) Would require service provider to be financially sustainable on own terms.

Issues:

- 1) Time and resources cost in relation to preparation of tender specification and process
- 2) Compatibility of policies and procedures

Option 5

With the likelihood of Community & Cultural Services transferring to a more corporate position under the Top Management Review, investigate how the arts service could be refocused across the wider work of the authority in pursuit of Community/council/BVPP Key

Objectives

Benefits:

- 1) Added value through consolidation and expansion of existing work with internal services (Crime & Reduction, Country Care etc)
- 2) Opportunities to access wider external funding through cross service applications
- 3) Retain level and diversity of current arts provision across district
- 4) Opportunities to increase profile of Council through joint working

- 5) Could be established quickly in order to ensure continuous provision
- 6) Address all 6 of the 2007 Task and Finish Key Objectives
- 7) No costs in setting up

Issues:

- Potential for Council to take decision to reduce level of service in future

Officer findings

Option 1

Issues outweigh benefits

Option 2

Benefits outweigh issues

Costs of setting up a small trust would be offset against savings of support services
Council could be assured that the new organisation would have management capacity to deliver
Council objectives

Option 3

This would be a lengthy process, and would be subject to changing political climate in terms of
district majorities within councils.

Option 4

Limited number of organisations locally: LANS, Buckhurst Hill Community Association and
Theatre Resource

Officer findings cont/...

Option 4 cont/ ...

LANS – there would be a query over their artistic direction and EFA's work being able to combine to meet EFDC objectives, and the Key Objectives of 2007 Task and Finish. There may be potential for discussion with Lea Valley Regional Park Authority for partnership working thereby combining Options 3 and 4

Buckhurst Hill Community Association – as a community charity organisation they are potentially lacking in management capacity in terms of community arts development. Additionally, as a charity it is not known whether their constitution would align with EFDC objectives, and the Key Objectives of the 2007 Task and Finish

Theatre Resource are a specialist development organisation whose beneficiaries are specifically people with disabilities and learning difficulties, and children in social care. In the light of the current Comprehensive Spending Review of Arts Council England, and Theatre Resource's capital development, it is not clear whether they have either the managerial capacity or the financial sustainability to take on such a large and different area of work, and number of staff.

Officer findings cont/...

Option 5

Within the context of the Senior Management Review, and the relocation of Community and Culture within the Deputy Chief Executive's department there is increased potential for a range of added value initiatives. This could include sharing of support services and increased alignment with Council Objectives through increased cross service working.

This option could be enabled quickly, and it would be possible to establish added value quickly once the new EFDC structure is in place. If this option proves not to add value under the new structure then the other options can be revisited

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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 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

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

LEISURE TASK AND FINISH PANEL 2007/08 – WORK PROGRAMME

Proposed Date	Item	Current Position
Thursday 5 th July 2007	Agree Scope of Reviews and Terms of Reference Consider Draft Work Programme	Agreed. Agreed.
Thursday 9 th 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 18 th September 2007 <i>To be held at the Waltham Abbey Sports Centre.</i>	Methodology and Options for Alternative Delivery of Arts Development/Agreement of Key Objectives. Consideration of Olympic Legacy Local Action Plan	Panel considered alternatives for the delivery of arts in the District and endorsed a way forward. Noted the current status of the action plan. Received a tour of the WASC from the Centre Manager.
Wednesday 31 st 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.	Meeting Cancelled
Tuesday 27 th November 2007	Review Initial Expressions of Interest from Alternative Arts Providers.	

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Youth Initiatives Scheme - Town and Parish Councillors

This survey is intended to gauge views on how well the various Youth Initiatives Schemes across the Epping Forest District have been received and if they are regarded as value for money.

(Please tick the box that most closely matches your experience and record any specific comments in the final boxes on this questionnaire)

Q1 Which Town or Parish Council do you represent?

Q2 Your postcode?

Q3 Which youth initiative facility are you responding about?

- A** Chigwell Row Youth Shelter.....
- B** Parklands Coopersale Recreation Area refurbishment.....
- C** Epping Town skateboard park renovation ..
- D** Epping Upland basketball and football courts
- E** Epping Upland skateboard facilities.....
- F** Epping Upland Teenage sheltered area.....
- G** Fyfield Sports Field Arena Sports System (behind School).....
- H** Abridge Village Hall multisurface sports area.....
- I** Roding Valley Recreation Area teen shelter..
- J** Roding Valley Recreation Area youth ball park (Teenage element)
- K** Willingale Road Playing Field Recreation Ground teen shelter
- J** Town Mead youth shelter games area resurfacing.....
- K** Ninefields Recreation Area youth shelter games area resurfacing
- L** Ongar Skateboard Park refurbishment
- M** Sheering Youth Initiatives Equipment
- N** Matching Jubilee Fields upgrading facilities.
- O** Roydon Playing Fields Multi-Sport Ball Court

Q4 What is the current condition of the youth facility (use A to L from question 1.3 to indicate which facility)?

	A - O	Good	Fair	Poor
Indicate A - O?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Indicate A - O?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Indicate A - O?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

Q5 Please indicate which of the following statements are the closest to your views.

	Strongly agree	Agree	Disagree	Strongly disagree	Don't know
The facilities are being used by teenagers	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
The facilities are value for money	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
The facilities cater for teenagers with disabilities	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
The play area has improved the environment	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
The facilities have had a positive impact on the community	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
The facilities meet the standard required	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
The facility has added value to the locality in terms of youth provision	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

Please turn to next page.

This section of the questionnaire relates to the impact of the schemes on the community.

Q6 In what way might the facilities be further enhanced? (please include the name of the facility here).

Q9 In what ways have the schemes helped to improve things in terms of reducing anti-social behaviour?

Q7 Are there any additional/similar facilities you would like considered for the area?

Q10 For those persons involved in the process - How accessible did you find the application/funding process for the schemes?

- Easy to access
- Difficult to access
- Don't know.....

Q11 If you found the application/funding process difficult please tell us why, below?

Q8 Are there any issues that the new facilities have raised?

Q12 Did the facilities live up to the expectations of the publicity in the previous public consultation?

- Yes.....
- No
- Don't know.....

Thankyou for completing this questionnaire. If you wish to add any further information, please do so below or on a separate sheet. Please return completed questionnaires in the return envelope supplied by 31 March 2008.