

**LEISURE (PFI) BOARD held at COUNCIL OFFICES LONDON ROAD
SAFFRON WALDEN on 9 JULY 2002 at 10.30 am**

Present: Councillor A R Row – Chairman.
Councillors R A E Clifford, R J Copping and A J Ketteridge.

Officers in attendance: Mrs E Forbes, Mrs L Bunting, F Chandley,
Ms K Chapman, J B Dickson and Mrs S McLagan.

PFI 182 MINUTES

The Minutes of the meeting of the Leisure (PFI) Board held on 24 April 2002 were received, confirmed and signed by the Chairman as a correct record.

PFI 183 BUSINESS ARISING

There was no business arising that would not be discussed later in the meeting.

The Chairman expressed his gratitude, on behalf of Members, for all the work undertaken by Officers since the commencement of the project in bringing the scheme to financial and contractual close.

PFI 184 UPDATE ON PROGRESS

(i) PFI Reception

The Project Manager reported on the PFI reception which had been held in June. She reported that this had been well attended.

(ii) TUPE List

The Project Manager reported that, since reaching financial and contractual close, both she and the Head of Community and Leisure had been in constant discussions dealing with issues concerning the TUPE list. The official handover from DC Leisure to Leisure Connection was due to take place on 1 December 2002. Leisure Connection were currently working closely with DC Leisure regarding staff and a presentation for all staff would be held at the Leisure Centre during September.

(iii) Commencement of Works

Work at Helena Romanes School was already underway and the building contractors, Pellikaan, were at present setting up the site and working closely with the school. Pellikaan were also intending to synchronise associated works at all sites.

A discussion then took place on the laying of the first turf, which should take place within the next few weeks. Councillor A J Ketteridge agreed to undertake this duty in his capacity as the Chairman of the Council, and the Project Manager was to liaise with Pellikaan regarding arrangements. Councillor Copping considered that the public should be made aware that

work had started as soon as possible. Councillor Row was concerned that the project should be seen as Uttlesford District Council's project.

The Project Manager reported that a newsletter was being produced and was being printed by Leisure Connection and this was to be fully circulated. Leisure Connection were also going to consult with local clubs and organisations who currently use the Lord Butler Fitness and Leisure Centre with regard to their future requirements and programming.

Work was due to begin at Stansted Mountfitchet School in September and a laying of the first turf ceremony would take place with the Chairman of Stansted Parish Council undertaking the duty.

A phased programme of works was due to start at Lord Butler Fitness and Leisure on 2 December 2002 and, although some disruption would be unavoidable, it was hoped to keep this to a minimum. The replacement of the floor tiles in the wet change area was due to be undertaken at the completion of all other works at the Centre.

The estimated completion dates were as follows:

Great Dunmow Leisure Centre	–	August 2003
Stansted Leisure Centre	–	August 2003
Lord Butler Fitness and Leisure Centre	–	June 2003

A discussion took place on the proposed details for the opening of the new centres.

PFI 185 **CONSULTANCY COSTS**

The Project Manager circulated a report which outlined the cost of consultancy advice which had been required to enable Contractual and Financial Close to occur in relation to the PFI Project.

The report was discussed at length but it was decided that a decision could not be reached as the information provided would need time to take on board. Members therefore agreed to defer the item until the next meeting of the Board.

PFI 186 **DATE OF NEXT MEETING**

The next meeting would be held on 1 August at 10.00 am.

The meeting ended at 12.05 pm.