

**LEISURE (PFI) BOARD held at COUNCIL OFFICES LONDON ROAD  
SAFFRON WALDEN on 14 NOVEMBER 2002 at 3.00 pm**

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

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

**PFI 204 APOLOGIES**

An apology for absence was received from Councillor A J Ketteridge.

**PFI 205 MINUTES**

The Minutes of the meeting of the Leisure (PFI) Board, held on 17 September and of the special meeting held on 8 October 2002, were confirmed and signed by the Chairman as a correct record.

**PFI 206 BUSINESS ARISING**

**(i) Minute PFI 197 – Staffing at Leisure Centres**

The Project Manager reported that all issues regarding the transfer of staff at both Leisure Centres was being dealt with. The handover date was 1 December 2002.

**(ii) Minute PFI 198 – Report to Scrutiny Committee – 18 September 2002**

The Head of Community and Leisure had attended the meeting of the Scrutiny Committee held on 18 September 2002 to raise the issue of the need for progress reports being reported to the Scrutiny Committee as well as Leisure Board. The Scrutiny Committee had decided at the meeting that progress reports should continue to be received.

**(iii) Minute PFI 199 – Report to Resources Committee – 19 September 2002**

A report outlining the need for approval of additional legal consultancy costs had been agreed by the Resources Committee.

**(iv) Minute PFI 200 – (i) Lord Butler Leisure Centre**

Councillor Ketteridge had raised various issues regarding the Leisure Centre. The Head of Community and Leisure had pursued these issues with the Leisure Centre and the problems were now being dealt with.

**(v) Minute PFI 200 – (ii) Stansted Parish Council**

The Project Manager was to write to Stansted Parish Council confirming details of their financial contribution which had been pledged towards the project.

**(vi) Minute PFI 200 – (iii) Uttlesford Project**

The Project Manager had now spoken with David Steele of Linteum with regard to this issue.

**PFI 207 UPDATE ON PROGRESS****(i) Lord Butler Handover**

The Project Manager reported that the D C Leisure and Leisure Connection were working well together. The handover was due to take place on 1 December at a time mutually agreed. The Centre would be closed for the first day in order for the wet change cubicles to be removed. The public would be informed well in advance and a newsheet would be circulated to all of the members of the Leisure Centre and to all clubs that use the Centre.

**(ii) Dunmow**

The Project Manager reported that the foundations for the building had been concreted and the steel structure had been raised. The side foundations for the swimming pool had been completed. Work was going well on the ATP and the final synthetic turf surface was on site ready to be laid. A temporary electricity supply for the flood lighting was to be provided so that local sports clubs could start using the pitch. The pitch would need to be maintained daily and EMCOR would provide this service.

It was suggested that all Members of the Council be invited to view the structure so far and this would be arranged with Pellikaan.

**(iii) Stansted**

The turf cutting ceremony had now taken place and the foundations had been partly laid. Work was on target and the Project Manager was liaising with the school and keeping them informed.

**PFI 208 NAMING OF THE STANSTED CENTRE**

The Project Manager reported that a decision must be made on the naming of the leisure facilities at the Stansted Mountfitchet High School.

After discussion, it was agreed that the options should be put to the Parish Council and the School for their decision.

**PFI 209 DATE OF NEXT MEETING**

The next scheduled meeting of the Leisure (PFI) Board would be held on 15 January 2003 at 10.00 am.