

**LEISURE (PFI) BOARD held at COUNCIL OFFICES LONDON ROAD
SAFFRON WALDEN on 19 MARCH 2003 at 3.00 pm**

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

Officers in attendance: Mrs E Forbes, Mrs L Bunting, Ms K Chapman and
Mrs S McLagan.

PFI 215 APOLOGIES

An apology for absence was received from Councillor A R Row.

PFI 216 MINUTES

The Minutes of the meeting of the Leisure (PFI) Board, held on 15 January 2003, were confirmed and signed by the Chairman as a correct record.

PFI 217 MATTERS ARISING

(i) Minute PFI 213

The Head of Community and Leisure informed the Board that the report regarding the monitoring of the PFI contract, which had been submitted to the Community and Leisure Committee, was to be referred to Resources Committee on 20 March 2003.

(ii) Minute PFI 214 – Linteum Leisure

The Project Manager reported that members of Linteum Leisure would now attend a future meeting of the Board.

PFI 218 UPDATE ON PROGRESS

(i) Lord Butler Fitness and Leisure Centre

The Project Manager reported that phase 1, which included the gymnasium and dance studio at the Leisure Centre, had now been completed and had opened on 15 March. Photographs were circulated of the both the gym and studio and the Project Manager said that the equipment was of high quality. Phase 2 was now underway with work on the dry changing area. A letter was to be sent to staff at the Leisure Centre to thank them for their cooperation and patience in dealing with dissatisfied customers during the phase 1. Linteum Leisure would be issuing a newsletter to customers outlining the positive aspects of the remaining work.

The Chairman asked what response had been received from customers during phase 1. The Project Manager said that complaints regarding the disturbance to the Centre had been received and overall, membership had not been affected.

In response to a question from Councillor Ketteridge regarding the standard of the gym equipment, the Head of Community and Leisure said that Leisure Connection had good commercial awareness and would ensure that enough equipment was supplied.

Councillor Ketteridge referred to his comments at a previous meeting regarding the cleanliness of the wet change area and asked how this was being monitored. The Head of Community and Leisure replied that Leisure Connection had been required to produce a cleaning schedule and any complaints would be recorded. Staff recruiting problems were currently being experienced but it was considered that customers would complain if the standard of cleansing were not satisfactory.

Councillor Ketteridge also referred to the amount of litter which was collecting in the hedgerows surrounding the Leisure Centre. The Project Manager reported that the matter would be raised with the relevant department within the Council.

(ii) Helena Romanes School

The Project Manager reported that work was going well at Dunmow and that there were no issues with the School. She said that Pellikaan had so much experience with this type of work that they had a good approach to customer relations.

The Chairman asked where the sign for the new Centre would be erected. He was concerned that it should not be sited on the land leading up to the school. The Project Manager assured him that a sign was to be erected at the entrance to the Centre.

(iii) Stansted Mountfitchet School

The Project Manager reported that there were no problems at Stansted. She said that the builders were achieving an exceptional standard of work.

PFI 219

NAMING OF THE STANSTED CENTRE

The Project Manager had provided the IPS with all relevant information regarding the naming of the Centre and the decision now rested with them. The benefactor was aware of the amount of publicity which the matter had raised. A meeting was to be arranged between all parties, including the IPS, so that all the issues can be taken into account before a final decision was made.

The Chairman made the comment that, despite the efforts made by everyone in connection with the PFI scheme to remain cautious over the matter of detailing the benefactor's offer, it appeared that the newspapers had nevertheless found their own source of finding the information.

PFI 220 ANY OTHER BUSINESS**(i) Project Manager**

The Chairman said that he was sad to hear that Kathy Chapman, the Project Manager, was leaving the employment of the Council and that this would be her last Board meeting. The Chairman commented that it was a sad day for the Board as Kathy had done so much work for the scheme and fulfilled many promises over the years to bring it to fruition. He wished her the best of luck in her new post.

The Chief Executive explained what would be happening to take account of the work of the Project Manager. She said that Kathy had drawn up a list of tasks. David Demery, the Council's Architect, would be taking over the technical side of the work and the Head of Community and Leisure would take the remainder of the workload. A meeting would be held next week between Kathy Chapman and David Demery so that they could go into the details. The Chief Executive said that she thought it was important that Senior Officer Board meetings continued and that meetings should be held regularly on a programmed basis for six months.

The Project Manager thanked both Members and Officers for all their support. She considered that it proved that Members and Officers could work together well.

The meeting ended at 3.55 pm.