

**LEISURE (PFI) BOARD held at COUNCIL OFFICES LONDON ROAD
SAFFRON WALDEN on 16 JULY 2003 at 10.00 am**

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

Officers in attendance: D Demery, J B Dickson, Mrs S McLagan and
Mrs L Bunting.

PFI 8 APOLOGIES

Apologies were received from Councillor Sell and the Acting Chief Executive.

PFI 9 MINUTES

The Minutes of the meeting of the Leisure (PFI) Board, held on 29 May 2003, were confirmed and signed by the Chairman as a correct record.

PFI 10 MATTERS ARISING

(i) Minute PFI 3 - (i) Linteum Leisure

Councillor Copping referred to this item and the Head of Community and Leisure confirmed that a meeting had now been arranged and would be held on 2 September 2003 at 10.00 am. This would be discussed further later in the meeting.

(ii) Minute PFI 3 – - (ii) Naming of the Stansted Centre

It was confirmed that a sign for the Mountfitchet Romeera Leisure Centre had now been ordered and would be put in place when received.

PFI 11 UPDATE ON PROGRESS

(i) Lord Butler Fitness and Leisure Centre

It was reported that the contract was now complete with only minor problems to resolve. The Chairman said that he had received a small number of cryptic comments on the Centre. Councillor Ketteridge had attended the opening and had been disappointed that this had been delayed because of the late arrival of Kerry Dixon, a footballer, who had been the guest of honour. He also referred to the lack of cleanliness in certain parts of the building and such items as out of order or low stock vending machines, that he had noticed at the Centre. He believed that it should have been a priority of the Manager to ensure that all was in good order before the opening. The Chairman considered that good standards should be set from the beginning.

The Head of Community and Leisure reported that the Manager of the Centre had been pleased with the opening and by the end of the day, 43 new members had joined. There was ~~still~~ a problem in recruiting enough staff of the right calibre to operate the Centre. Currently, the Manager supervises the

running of the three centres but it had been decided recently by Leisure Connection that each Centre should have its own supervisor with the current Manager overseeing all three.

A question was raised regarding the wet change area and it was reported that, whilst significant improvements had been made, there would always be a cleaning issue in this area because of the very nature of the facility. A good cleaning regime would need to be established with a deep clean monthly. A monitoring system would take place to ensure that thorough cleaning of the area was carried out. The Chairman said that the managers of the centres should be made aware at an early stage of the contractual commitments of Leisure Connection.

(ii) Dunmow Sports Centre

It was reported that building works on the Dunmow site would possibly not be completed by the completion date of 4 August as anticipated. The majority of the work to be finalised would be inside the building and could continue in conjunction with the fitout arrangements. All works at the Centre would be completed by the availability date of 26 August.

The Head of Community and Leisure suggested a tour of all the sites by Members' of the Board and this was agreed and would take place during August.

Final discussions on the usage of the Centre by the Helena Romanes School were progressing well. The Head of Community and Leisure said that it had been a learning curve for the school as they were having to plan their sports programme a year or two ahead. The contract does allow for changes in school circumstances but the Chairman said that a balance must be set between both school and public usage as the public must not be excluded.

(iii) Stansted Mountfitchet

It was reported that progress with work at the new Centre at Stansted was as programmed and on course for all works to be completed by 18 August. Final discussions on the usage of the Centre by the Mountfitchet High School were progressing well.

PFI 12 PROPOSED MEETING WITH LINTEUM LEISURE LTD

Members discussed the format of the meeting with Linteum Leisure Ltd to be held on 2 September.

PFI 13 OMBUDSMAN COMPLAINT AT GREAT DUNMOW LEISURE CENTRE

It had recently become known that a complaint had been submitted to the Ombudsman concerning the planning application for the project. Concern had been raised by neighbours to the Helena Romanes School, at The Spinney, Great Dunmow. A meeting had taken place between the Ombudsman, representatives of the residents at The Spinney and a Planning Officer from the Council, at which a way forward which involved the erection of a 3 metre high fence and extra landscaping, had been suggested. The cost of this work

would be £5,700. The probability was that, without this local agreement of remedy, a conclusion of maladministration would be made by the Ombudsman.

The Chairman said that, whilst it was appropriate to include this item on the agenda, it would have been helpful to have been forewarned about nature of the complaint. The Head of Community and Leisure apologised to the Board members.

After further discussion it was

RESOLVED that the Leisure (PFI) Board agree to endorse this work being undertaken, subject to a satisfactory response from the residents of The Spinney, Great Dunmow, but any further expenses would have to be notified and approved by this Board.

PFI 14 OFFICIAL OPENING OF THE LEISURE CENTRES

The Head of Community and Leisure reported that she was still waiting to hear whether a Royal dignitary would be available to perform the opening of one of the Leisure Centres. With regard to the contingency plans, as car parking would be a major issue for the event, a date during the half term holidays in October was suggested.

PFI 15 DATE OF NEXT MEETING

The date of the next meeting was set at Wednesday, 24 September 2003 at 10.00 am.

The meeting ended at 11.15 pm.