



## RUSHMOOR BOROUGH COUNCIL

# LEISURE AND YOUTH POLICY AND REVIEW PANEL

*at the Council Offices, Farnborough on  
Monday, 4th April, 2016 at 7.00 pm*

**To:**

Cllr Liz Corps (Chairman)  
Cllr Mrs. D.B. Bedford (Vice-Chairman)

Cllr T.D. Bridgeman  
Cllr P.I.C. Crerar  
Cllr K. Dibble  
Cllr J.H. Marsh  
Cllr A.R. Newell  
Cllr M. Staplehurst  
Cllr B.A. Thomas

Enquiries regarding this agenda should be referred to the Panel Administrator: Adele Taylor, Democratic and Customer Services, Email: [adele.taylor@rushmoor.gov.uk](mailto:adele.taylor@rushmoor.gov.uk)  
Tel: 01252398831.

# **A G E N D A**

1. **MINUTES – (Pages 1 - 6)**

To confirm the Minutes of the Meeting held on 1st February 2016 (copy attached).

2. **WEST END CENTRE/HAMPSHIRE CULTURAL TRUST –**

To receive a presentation from Mr. Barney Jeavons, Arts Centre Director, Ms. Jane Baker, Director of Communication and Development, and Ms. Jenny Stevens, Area Community Curator, on the working arrangements and activities at the West End Centre and throughout the wider Hampshire Cultural Trust.

3. **WORK PROGRAMME – (Pages 7 - 14)**

To review the Panel's current work programme (copy attached), and to agree priorities where necessary.

## **MEETING REPRESENTATION**

Members of the public may ask to speak at the meeting on any of the items on the agenda by writing to the Panel Administrator at the Council Offices, Farnborough by 5.00 pm three working days prior to the meeting.

Applications for items to be considered for the next meeting must be received in writing to the Panel Administrator fifteen working days prior to the meeting.

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## LEISURE AND YOUTH POLICY AND REVIEW PANEL

Meeting held on Monday, 1st February, 2016 at the Council Offices, Farnborough at 7.00 p.m.

### Voting Members

a Cr. Liz Corps (Chairman)  
Cr. Mrs. D.B. Bedford (Vice-Chairman)

Cr. T.D. Bridgeman	Cr. J.H. Marsh	Cr. A.R. Newell
a Cr. P.I.C. Crerar		Cr. M. Staplehurst
a Cr. K. Dibble		Cr. B.A. Thomas

Apologies for absence were submitted on behalf of Crs. Liz Corps, P.I.C. Crerar and K. Dibble.

#### 14. **MINUTES –**

The Minutes of the Meeting held on 9th November, 2015 were agreed as a correct record.

#### 15. **HAMPSHIRE COUNTY COUNCIL LIBRARY SERVICES -**

The Panel welcomed Ms. Sara Teers, Head of Libraries and Registration Services at Hampshire County Council (HCC), who attended the meeting to update the Panel on the HCC Library Strategy Consultation, which had ended on the 16th January, 2016. The Hampshire Library and Information Services consisted of a range of library facilities in the County; these included, discovery centres, mobile libraries, community libraries, school libraries and an online/virtual library service. In 2015, the Service had a turnover of £14 million, received 6 million visits and issued 6.9 million books/items. It employed 525 staff (plus 150 additional members of staff at the registration service) and had over 1,000 volunteers.

Expenditure within the Service was noted and the Panel was advised that, to date, the Service had saved £5 million since 2009. However, a further, estimated, £1.7 million needed to be saved by 2020.

The Panel was made aware of the strategic aims to 2020 under the umbrella “delivering modern, comprehensive and efficient library services”. The aims were:

- Aim 1 – Support and encourage reading and literacy
- Aim 2 – Improve digital services and inclusion
- Aim 3 – Contribute to health and wellbeing of local communities

- Aim 4 – Provide access to trusted sources of information
- Aim 5 – Facilitate and provide learning

To assist in achieving these aims the Service had carried out a comprehensive needs assessment, which had looked at usage costs, location, catchment size, demographics, levels of deprivation and educational attainment. The outcome from the assessment helped determine community need and the importance of each library.

The Panel reviewed costings for the four main types of service provided: static, community, mobile and home. It was noted that the mobile library service cost in the region of £161 per active member (based on book issues) compared to £58 and £25 for static and community services, respectively. The home service, where books were delivered to individuals homes, cost £120 per active user.

It was noted that a new operating model was being proposed to enable service modernisation and efficiencies. The model would categorise the existing range of libraries by size, services offered, opening hours and current performance. Through the creation of this new operating model not only would the core library offer of book lending, baby bounce and rhyme, public IT, inter library loans etc. be preserved, but the opportunity to continue to enhance the Service would be enabled.

The new operating model would mean that existing libraries would be categorised by tier. The proposed four tiers were:

- Tier 1 – the largest libraries, including discovery centres, it was noted that the offer in the bigger libraries would be improved to bring them more in line with discovery centres. Farnborough had been categorised as a tier one library
- Tier 2 – mid-sized libraries, Aldershot had been categorised in this tier but had potential to move up to tier one if an increase in footfall could be achieved
- Tier 3 – small/neighbourhood libraries, some with potential to move up a tier e.g. Hythe, Alton and Romsey or alternatively the lower performing ones could be closed or moved to tier four if the need and resource was available
- Tier 4 – community libraries run by volunteers

The Panel noted the proposed building rationalisation and improvement programme, part of which would consider selling property, re-locating libraries currently in unsuitable locations and releasing space to partners to reduce operating cost and increase footfall. It was advised that flexible use of the book fund could release £500,000 per annum over the next four years to be used for investment on the infrastructure of the service. It was then proposed that this money would then be reduced from the budget

as of 2020 on a permanent basis. In addition, it was advised that by the end of June, 2016 it was proposed that the high cost mobile library service would be replaced with modern alternatives. If supported, this service could be replaced with the existing home library service.

It was explained that enhancements were proposed to the IT and digital systems. The management system would be upgraded, self-service provisions would be rolled out at suitable locations, public IT would be improved through faster broadband, online payment services investigated and implemented and Maker Spacers would be set up in two tier one libraries. Maker Spacers offered space to assist business start-up and the availability of new technologies, i.e. 3D printing.

In summary, the consultation had received in excess of 5,750 responses, support had been strong towards sharing library buildings with partners, the removal of poorly used collections, the tier structure and investing £500,000 per annum over four years from the book fund. However, feedback had identified that moving specialist collections to other providers was not something users agreed with, neither was the suggestion to reduce the Book Fund by £500,000 per annum after 2020.

In general the closure of the mobile home service had been supported, although actual users of the services were against the proposal. With regard to alternatives to the Mobile Library Service, the strongest support from respondents was the Home Library Service followed by the new community library exchange service.

It was noted that Hampshire County Council's Executive Members would make a decision on the findings of the consultation in April, 2016 and strategy implementation would start in the summer of 2016.

The Panel discussed the presentation and a query was made on the timeline for the Farnborough Discovery Centre, it was advised that this would be dependent on opportunity and would most likely be part of the Farnborough Masterplan developments within the civic quarter.

A request was made for data on usage of the mobile library service by Borough, this information would be forwarded to the Head of Community and Environmental Services and circulated to the Panel.

The Chairman thanked Ms. Teers for her presentation.

#### 16. **LIDO REVIEW UPDATE –**

The Head of Community and Environmental Services, Mr. Peter Amies, provided an update on the ongoing work of the Lido Task and Finish Group in relation to the Lido Review. It was noted that a meeting of the Task and Finish Group had been held in mid-January, 2016 at which there had been representatives from the Aldershot Civic Society and Friends of Aldershot Lido (FOAL) in attendance.

It was advised that at the meeting Members had considered a vision for the Lido, and the Panel noted the importance of future proofing the facility by working together. It was also recognised that the size and depth of the pool may need to be rationalised to enable heating a body of water and the heritage of the facility should be preserved in any proposed changes.

It was noted that all the Council owned leisure facilities were due for retendering in 2019, these included the Farnborough Leisure Centre, Aldershot Pools, Aldershot Lido, Alpine Snowsports and Southwood Golf Course. It was imperative that the best deal was secured for the Council, which could include either bringing all the facilities together under one contract or there may be interest in some facilities, such as the Ski Centre and Golf Course, from more specialist contractors. The retendering would provide an opportunity to work with a wide range of leisure providers on options to make the facilities more attractive and financially viable.

Consideration was also being given to soft market testing for the Aldershot Indoor Pools and Lido site, to identify what the wider market place believed would provide the most attractive and financially sustainable option. The findings from this could be used to help shape the retendering process.

The Panel noted that due to the poor summer in 2015, the annual cost of the Lido had increased by £15,000 in accordance with the profit share deal with Places for People (PfP). In addition, the season ticket scheme had not worked as well as hoped, and it was felt that poor weather throughout the season may also have had an impact on sales. However, the reduced entry price from 3.30 p.m had seen a significant increase in take up.

It was advised that representatives from FOAL, PfP and the Council would meet prior to the next Task and Finish Group meeting to discuss promotional ideas for the 2016 season, which would include use of social media.

The Chairman thanked Mr. Amies for his presentation.

#### **17. LEISURE AND YOUTH BUDGET PORTFOLIO -**

The Head of Financial Services and Chief Finance Officer (Ms Amanda Fahey) attended the meeting to review the revenue budget portfolio relating to the Panel. The Panel went through the revenue budget by item and identified some potential areas for scrutiny, areas included:

- Community Leisure – play schemes and support to Rushmoor Healthy Living and the Healthy Adult programme
- Tourism – Grants to the Military Museum and Basingstoke Canal
- Public Hall and Community Centres – provision of facilities for educational , recreational, arts and social opportunities

- Special Events – support to and promotion of community event
- Community Schools – provision of community schools (Connaught)
- Town Twinning – encourage and facilitate educational, cultural and leisure links between Rushmoor and the twin towns
- Allotments – provision of allotment gardens

The Panel noted that the Capital Budget could be considered as a standalone item at a future meeting and would be discussed further alongside the areas identified at the next mid-cycle meeting.

The Chairman thanked Ms. Fahey for her attendance at the meeting.

18. **WORK PROGRAMME –**

The Panel **NOTED** the current work programme and was advised that the next meeting would be held at the West End Centre.

The meeting closed at 8.05 p.m.

CR. LIZ CORPS  
CHAIRMAN

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# LEISURE AND YOUTH POLICY AND REVIEW PANEL - WORK PROGRAMME

Set out below are the key issues which form the Panel's on-going work programme. The topics covered reflect the following:

- the development of a new policy for recommendation to the Cabinet
- scrutiny of the process of the way in which decisions have been or are being made
- reviewing issues of concern to local people or which affect the Borough
- review of performance and delivery of specific services
- monitoring and scrutinising the activities of others
- items raised by Members and agreed by the Panel for consideration
- review of policies and proposals developed by others

The purpose of the work programme is to identify the way in which topics are being dealt with and the progress made with them. An update will be submitted to each meeting of the Panel. New issues are highlighted in the programme.

## LEISURE AND YOUTH PORTFOLIO ACCOUNTABILITY AND AREAS OF RESPONSIBILITY

The terms of reference of the Panel will include all these issues contained in the Leisure and Youth portfolio. The functions set out in the Scheme of Delegation are:

<p><b>Leisure and Recreation Facilities</b></p> <p>To deal with all matters relating to the provision and management of leisure facilities and the improvement, repair and maintenance of all buildings and equipment in relation to:-</p> <ul style="list-style-type: none"> <li>• parks, woodlands, recreational grounds, open space and play areas</li> <li>• allotments</li> </ul> <p>sports and recreation initiatives (including childcare and play)</p> <p>To deal with matters relating to the management and operation of major leisure facilities owned and/or operated by the Council and to consider initiatives for the provision of new leisure facilities in the Borough. In particular, to examine issues in relation to:</p>	<p>To deal with all matters relating to leisure marketing, heritage and tourism.</p> <p>To deal with issues relating to the letting and monitoring of contracts relating to the functions in the portfolio.</p> <p>To develop, maintain and promote those services and facilities provided for the Borough and the wider area, including:</p> <ul style="list-style-type: none"> <li>• Basingstoke Canal</li> <li>• Blackwater Valley Countryside Management Service</li> </ul>
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<ul style="list-style-type: none"> <li>• Aldershot Pools Complex and Lido</li> <li>• Alpine Snowsports Centre</li> <li>• Farnborough Leisure Centre</li> <li>• Princes Hall</li> <li>• Southwood Golf Course</li> </ul> <p>To carry out the Council's functions in respect of consultative arrangements on library services and community schools.</p>	<p>To carry out the Council's functions relating to grounds maintenance, subject to contractual issues where the function is provided jointly with other services being dealt with through the Environment Portfolio.</p>
<p><b>Town Twinning</b></p> <p>To deal with the social and cultural aspects of town twinning.</p>	<p><b>Other Matters</b></p> <p>To deal with all matters relating to the administration and enforcement of the Council's byelaws relating to the functions of the portfolio.</p>
<p><b>Rushmoor in Bloom</b></p> <p>To deal with all matters, in consultation with the Rushmoor in Bloom Forum, relating to the following:-</p> <ul style="list-style-type: none"> <li>• The annual Rushmoor in Bloom Competition, including promotion, publicity and sponsorship, programme of events and presentation of prizes;</li> <li>• participation in and arrangements for the Council's entry to the Southern England in Bloom Competition;</li> <li>• applications for commemorative floral displays.</li> </ul>	<p>To develop, implement and monitor the Council's strategies for addressing youth issues and the needs of young people in the Borough.</p> <p>To work with education providers to promote Life-long learning.</p>

# WORK PROGRAMME – OBJECTIVES AND PROJECTS

## INTRODUCTION

At the mid-cycle meeting held on 23rd August 2004, there was a preliminary discussion on developing the work of the Panel in context of the recent review of overview and scrutiny carried out by South East Employers. The meeting examined how to structure the future work and specifically dividing the Panel's work programme into three main types of issues:

- Ongoing items for monitoring and scrutiny including regular performance management information
- A limited number of projects for in depth investigation
- Items for information

In addition, requests can be made to discuss key decisions shown on the forward plan in advance of the relevant Cabinet or Council meeting.

## PROJECTS DEVELOPED BY THE PANEL

The Panel agreed to identify 3 – 4 issues which would form major projects for the Panel. For each, a task and finish group has been established and the Panel was asked to agree the following:

- The objective of the project
- When it would be completed
- A lead member drawn from the Panel
- Members making up the task and finish group

There is also a regular discussion at the mid-cycle meeting on some of the major leisure developments that are being considered for the future.

## SCRUTINY & PERFORMANCE MANAGEMENT

These items will be discussed on a regular basis by the Panel in order to monitor progress and identify any specific issues. It is proposed to develop a range of performance information which will then be reported to the Panel on a regular basis, i.e. every 4 – 6 months.

DATE RAISED	ISSUE AND DESCRIPTION OF TOPIC	PROCESS AND TIMETABLE	CURRENT POSITION	CONTACT (SERVICE MANAGER)
25.11.13	<b>Lido Review</b>	The Lido Review Working Group identified five options for the Lido consultation exercise, which were endorsed by Cabinet in October 2013.	This work is ongoing and an update is being made at the meeting on 7th November, 2016.	Peter Amies, Head of Community and Environmental Services, Tel: (01252) 398750, Email: <a href="mailto:peter.amies@rushmoor.gov.uk">peter.amies@rushmoor.gov.uk</a>
10.02.15		The Cabinet considered the report from the Head of Community and Environment on the work of the Lido Task and Finish Group and the recommended actions at its meeting on 10th February, 2015.		
01.02.16		The Panel were updated on the ongoing work of the Lido Review Working Group and noted the way forward.		
08.06.09	<b>Southwood Golf Course</b>	<p>A review of the contract was carried out in 2009/10 together with a tender process. As a result, Mack Trading, have been awarded an initial contract for nine years.</p> <p>As part of the agreement the Council is examining the longer term issues in conjunction with Mack Trading.</p>	The operation of the Golf Course is continuing to be monitored.	Peter Amies, Head of Community and Environmental Services, Tel: (01252) 398750, Email: <a href="mailto:peter.amies@rushmoor.gov.uk">peter.amies@rushmoor.gov.uk</a>

14.11.11	<b>Runways End</b>	<p>A meeting was held at Runways End to tour the new facility and to discuss the operational arrangements. The facility had only recently opened and it was agreed that further work should be undertaken by the Panel once it had been in operation for a while.</p>	<p>The arrangements at Runways End would continue to be monitored.</p>	<p>Peter Amies, Head of Community and Environmental Services, Tel: (01252) 398750, Email: <a href="mailto:peter.amies@rushmoor.gov.uk">peter.amies@rushmoor.gov.uk</a></p>
08.09.14		<p>A further meeting was held at Runways End where Members had a tour of the facility and received a presentation from the Centre Manager on the operational arrangements and plans for making the facility more accessible to the public in the future. Performance information was also provided to the Panel.</p>		

14.08.13	<b>Football Clubs</b>	<p>The Panel has previously met with representatives of both Aldershot and Farnborough Football Club. At the end of the 2012/13 season both clubs went into administration and since that time briefings have been provided to members on the work being done to assist in securing the future of both clubs. The Clubs are now playing in the national League and Ryman League Premier Division respectively.</p>	<p>The working arrangements at the Clubs are being monitored and further reports made to the Panel as appropriate.</p>	<p>Andrew Lloyd, Chief Executive Officer, Tel: (01252) 398396 Email: <a href="mailto:andrew.lloyd@rushmoor.gov.uk">andrew.lloyd@rushmoor.gov.uk</a></p>
08.06.15		<p>A meeting was held at Aldershot Town Football Club where Members had a tour of the facility and received a presentation from the current owners on working arrangements and activities. The presentation also included the Club's plans for the future.</p>	<p>Arrangements at the Aldershot Town Football Club would continue to be monitored.</p>	
09.11.15	<b>Princes Hall</b>	<p>A meeting was held at the Princes Hall, Aldershot where Members received a presentation on the Annual Report 2014/15 and held a discussion on future opportunities and potential developments at the facility.</p>	<p>Working arrangements and plans for the future of the Princes Hall would continue to be monitored and further reports made to the Panel as necessary.</p>	

## INFORMATION ITEMS / ISSUES TO BE KEPT UNDER REVIEW

These following items are provided for the information of the Panel. They have been considered in the past and will be monitored from time to time to consider whether specific work is required:

- **Cultural Strategy** – The Panel has a monitoring and review role.
- **Southwood Community Centre** – The future of the Centre is being kept under review although in the short term the future of the Centre is assured. A report is to be made to the Panel when required.
- **Princes Hall** –The Panel will receive regular reports on performance and activities.
- **Farnborough Leisure Centre/ Aldershot Pools Complex/ Southwood Golf Course** – The Panel receives the Annual Service Reports from DC Leisure on these facilities to enable it to monitor activities and performance.
- **Southwood Woodland** – The Panel has been monitoring progress with the project and a report will be made once the planning process has been completed.
- **Alpine Snowsports** – The Panel will monitor performance and activities from time to time.
- **West End Centre** – The Panel will monitor operations at the centre and consider any changes if they are proposed.
- **Aldershot/Farnborough Libraries** – A report will be made to the Panel if any changes are proposed to the Libraries.

**LEISURE AND YOUTH POLICY AND REVIEW PANEL**

**SCHEDULE OF AGENDA ITEMS – 2016/17**

<p><b>4th April, 2016</b></p>	<p><b>Monitoring and Scrutiny</b></p> <ul style="list-style-type: none"> <li>• West End Centre – Hampshire Cultural Trust</li> </ul>	
<p><b>6th June, 2016</b></p>	<p><b>Monitoring and Scrutiny</b></p> <ul style="list-style-type: none"> <li>• Army Sports Facilities</li> </ul>	
<p><b>5th September, 2016</b></p>	<p><b>Monitoring and Scrutiny</b></p> <ul style="list-style-type: none"> <li>• Community Leisure</li> <li>• Football Clubs</li> </ul>	
<p><b>7th November, 2016</b></p>	<p><b>Monitoring and Scrutiny</b></p> <ul style="list-style-type: none"> <li>• The Empire</li> <li>• Lido Review – Update</li> </ul>	
<p><b>23rd January, 2017</b></p>	<p><b>Monitoring and Scrutiny</b></p> <ul style="list-style-type: none"> <li>• Tourism</li> <li>• Allotments</li> <li>• Town Twinning</li> </ul>	
<p><b>27th March, 2017</b></p>	<p><b>Monitoring and Scrutiny</b></p> <ul style="list-style-type: none"> <li>• Public Halls and Community Centres</li> <li>• Playgrounds</li> </ul>	
<p><b>Dates/Items to be confirmed</b></p>	<p><b>Monitoring and Scrutiny</b></p> <ul style="list-style-type: none"> <li>• Alpine Snowsports</li> <li>• Southwood Golf Club</li> </ul>	<p><b>Panel Projects</b></p>