

A meeting of the **CABINET** will be held in the **CORPORATE TRAINING SUITE, EASTFIELD HOUSE, HUNTINGDON** on **THURSDAY, 19 FEBRUARY 2009** at **11:30 AM** and you are requested to attend for the transaction of the following business:-

PLEASE NOTE CHANGE IN VENUE

APOLOGIES


**Contact
(01480)**

1. MINUTES (Pages 1 - 8)

To approve as a correct record the Minutes of the meeting of the Cabinet held on 29th January 2009.

**Mrs H J Taylor
388008**

2. MEMBERS' INTERESTS

To receive from Members declarations as to personal and/or prejudicial interests and the nature of those interests in relation to any Agenda item. Please see notes 1 and 2 below.

3. LEISURE CENTRES MANAGEMENT ARRANGEMENTS
(Pages 9 - 16)

To consider a report by the Head of Administration and the General Manager, Leisure Centres summarising proposals to change the way in which the joint provision leisure centres are managed and funded in the future.

**R Reeves
388003**

4. EXCLUSION OF PRESS AND PUBLIC

To resolve:-

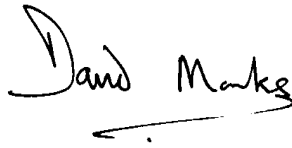
That the public be excluded from the meeting because the business to be transacted contains information relating to relating to individuals employees of the District Council.

5. REVIEW OF CENTRAL SERVICES (Pages 17 - 32)

To consider a report by the Director of Central Services concerning the outcome of a review of the Central Services Division.

**I Leatherbarrow
388047**

Dated this 11 day of February 2009



Chief Executive

Notes

1. *A personal interest exists where a decision on a matter would affect to a greater extent than other people in the District –*
 - (a) *the well-being, financial position, employment or business of the Councillor, their family or any person with whom they had a close association;*
 - (b) *a body employing those persons, any firm in which they are a partner and any company of which they are directors;*
 - (c) *any corporate body in which those persons have a beneficial interest in a class of securities exceeding the nominal value of £25,000; or*
 - (d) *the Councillor's registerable financial and other interests.*
2. *A personal interest becomes a prejudicial interest where a member of the public (who has knowledge of the circumstances) would reasonably regard the Member's personal interest as being so significant that it is likely to prejudice the Councillor's judgement of the public interest.*

Please contact Mrs H Taylor, Senior Democratic Services Officer, Tel No. 01480 388008/e-mail Helen.Taylor@huntsdc.gov.uk /e-mail: if you have a general query on any Agenda Item, wish to tender your apologies for absence from the meeting, or would like information on any decision taken by the Cabinet.

Specific enquiries with regard to items on the Agenda should be directed towards the Contact Officer.

Members of the public are welcome to attend this meeting as observers except during consideration of confidential or exempt items of business.

Agenda and enclosures can be viewed on the District Council's website –
www.huntingdonshire.gov.uk (under *Councils and Democracy*).

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Agenda Item 1

HUNTINGDONSHIRE DISTRICT COUNCIL

MINUTES of the meeting of the CABINET held in the Aquarius Room, St Ivo Leisure Centre, Westwood Road, St Ives on Thursday, 29 January 2009.

PRESENT: Councillor I C Bates – Chairman.

Councillors P L E Bucknell, K J Churchill,
D B Dew, A Hansard, C R Hyams,
Mrs D C Reynolds, T V Rogers and
L M Simpson.

IN ATTENDANCE: Councillors J T Bell, S J Criswell, J J Dutton
and P G Mitchell.

104. MINUTES

The Minutes of the meeting of the Cabinet held on 18th December 2008 were approved as a correct record and signed by the Chairman.

105. MEMBERS' INTERESTS

Councillor K J Churchill declared a personal interest in Minute Nos 116 and 121 and a personal and prejudicial interest in Minute No 118 all by virtue of his appointment as the District Council's representative on Luminus Homes. Councillor Churchill left the room for the duration and voting for Minute No 118.

106. CAPITAL PROGRAMME MONITORING - 2008/09

Consideration was given to a report by the Head of Financial Services (a copy of which is appended in the Minute Book) highlighting variations to the approved capital programme in 2008/09 and the consequential estimated revenue impact. It was

RESOLVED

that the report be received and the variations detailed at Annex A appended thereto noted.

107. FINANCIAL MONITORING - REVENUE BUDGET

The Cabinet received and noted a report by the Head of Financial Services (a copy of which is appended in the Minute Book) detailing expected variations in revenue expenditure in the current year.

Having considered the information contained therein, together with the total amounts of payments written-off in the year for Council Tax and National Non-Domestic Rates, the Cabinet

RESOLVED

that the spending variations in the Revenue Budget as at 31st December 2008 be noted.

108. FINANCIAL STRATEGY, MEDIUM TERM PLAN AND BUDGET

Further to Minute No. 08/90 and by way of a report by the Head of Financial Services (a copy of which is appended in the Minute Book) the Cabinet were acquainted with a number of variations to the assumptions made previously for the purpose of preparing the draft Financial Strategy, Medium Term Plan (MTP), the Budget and associated level of Council Tax for 2009/2010.

In discussing spending adjustments in the Medium Term Plan, Members' attention was drawn to the conclusions reached by the Overview and Scrutiny Panel (Corporate and Strategic Framework) on the matter. In that respect, Members concurred with the Panel that given the current economic climate and the need for budgetary flexibility there would be merit in establishing a working group to assist Executive Councillors in their continuing review of the budget and financial strategy.

Having noted comments arising from the consultation with the business community on expenditure proposals and in acknowledging the contribution of the Overview and Scrutiny Panel for their considerations, the Cabinet

RECOMMENDED

- (a) that the proposed Budget, Medium Term Plan and Financial Strategy appended to the report now submitted be approved; and
- (b) that an increase of £5.76 (4.99%) in Council Tax, representing a level of £121.15 for Band D properties for 2009/10 be approved.

109. TREASURY MANAGEMENT STRATEGY 2009/10

With the aid of a report by the Head of Financial Services (a copy of which is appended in the Minute Book) the Cabinet considered the content of a proposed Treasury Management Strategy for 2009/2010.

In discussing the Strategy's objectives, Members' attention was drawn to the conclusions reached by the Overview and Scrutiny Panel (Corporate and Strategic Framework) that, subject to appropriate safeguards, the Strategy be amended to provide the opportunity to invest in corporate bonds. Whereupon, it was

RECOMMENDED

that the Treasury Management Strategy for 2009/10, as amended, be approved.

110. ASSET MANAGEMENT PLAN

The Cabinet received a report by the Head of Legal and Estates (a copy of which is appended in the Minute Book) on the Council's management of assets against national property performance management indicators for 2006/07 and 2007/08.

Having noted that work to update the Council's land ownership records was continuing with a new computerised data base having been acquired to incorporate all information relating to property ownership and asset management, the Cabinet

RESOLVED

that the contents of the report be noted, together with performance management indicator information contained in Appendix A.

111. HOMELESSNESS AND THE HOUSING MARKET

(Councillor S J Criswell, Chairman of the Overview and Scrutiny Panel (Service Delivery) was in attendance and spoke on this item)

The Cabinet received and noted a report by the Overview and Scrutiny Panel (Service Delivery) (a copy of which is appended in the Minute Book) concerning the current national and local economic factors affecting the housing market and the associated level of demand for social rented housing. In so doing, Executive Councillors were advised that a number of initiatives were currently in place to ameliorate the effects of economic downturn in terms of preventing repossessions and homelessness and to help those experiencing financial difficulties. In the ensuing discussion, the Executive Councillor for Housing and Health reported that a further increase in demand for housing services was likely and that the situation would be monitored closely.

112. DISABILITY ACCESS STUDY

(Councillor S J Criswell, Chairman of the Overview and Scrutiny Panel (Service Delivery) was in attendance and spoke on this item)

A report by the Overview and Scrutiny Panel (Service Delivery) was submitted (a copy of which is appended in the Minute Book) which summarised the findings of a study by the Panel on disability access across the District.

The Cabinet were informed that the study reviewed access for those with disabilities to premises, facilities and other sites in the District, excluding those provided by the District Council.

In so doing, the Panel collected a wide range of evidence and consulted interested parties including Cambridgeshire County Council, the Papworth Trust, Hunts Forum of Voluntary organisations, Town and Parish Councils. Executive Councillors were advised that the study had revealed the need to promote awareness of and bring together the organisations able to offer advocacy/advice services to

those with disabilities. Having considered the Panel's recommendations and in discussing issues relating to the disabled parking bays and blue badge parking, the Cabinet

RESOLVED

- (a) that the contents of the report now submitted be noted;
- (b) that representations be made to Cambridgeshire County Council to ensure that the enforcement of blue badge parking in any new arrangements for decriminalised parking be recognised;
- (c) that the Council continues to undertake enforcement of parking in disabled bays in the car parks it manages; and
- (d) that Council organises discussions on the potential for comprehensive joint advocacy/advice services and the other opportunities for joint working between these organisations supporting people with disabilities.

113. SOCIAL CONSEQUENCES OF ALCOHOL ABUSE

(Councillor J D Bell, Vice-Chairman of the Licensing and Protection Panel was in attendance and spoke on this item)

A report by the Overview and Scrutiny Panel (Service Support) was submitted (a copy of which is appended in the Minute Book) which summarised the findings of a study by the Panel regarding the impact of alcohol consumption on levels of anti-social behaviour and alcohol related crime within the District.

In considering the Panel's conclusions, Executive Councillors noted that while problems with alcohol related anti-social behaviour and criminal activity were evident within the District they were at the lower level than in many parts of the Country. Having noted the initiatives being undertaken to address the issue, in particular the development of a countywide alcohol strategy and the extent of enforcement, the Cabinet

RESOLVED

- (a) that the actions being taken by the various agencies in an attempt to reduce the impact of excessive alcohol consumption on levels of anti-social behaviour and alcohol related crime within the District be welcomed and encouraged;
- (b) that the principles of the Cambridgeshire Alcohol Strategy 2008-2011 be supported;
- (c) that the Head of Administration be requested to liaise formally with the enforcement agencies to encourage them to make full use of the powers available to them to tackle the effects of alcohol misuse and resultant public disorder and to carry out this work in a more co-ordinated way; and

- (d) that where appropriate the Council's Licensing Section be requested to ensure that local residents are aware that the opportunities available to them under the Licensing Act 2003 to initiative reviews of premises licences and club premises certificates where they were experiencing problems caused by public disorder emanating from these premises.

114. GRANT AID WORKING GROUP

(Councillor P G Mitchell, Member of the Grant Aid Working Group, was in attendance and spoke on this item)

The Cabinet received a report by the Overview and Scrutiny Panel (Service Delivery) (a copy of which is appended in the Minute Book) summarising the findings of their study on capital and revenue grant aid schemes operating across the Council.

Executive Councillors were acquainted with the key findings of the Group in relation to the Council's corporate priorities, the criteria for each scheme, the methods adopted to publicise the availability of grant funding, the application process, officer/member involvement and the level of external funding brought into the District. Given the involvement of the Executive Councillors for Finance and Transportation and for Housing and Public Health in the Council's grant processes, Members felt that it would be appropriate for them to discuss issues highlighted by the Working Group, the Cabinet

RESOLVED

that the Working Group be invited to meet with the Executive Councillors for Finance and Transportation and for Housing and Public Health to discuss further the finding of their study and to report thereon to a future meeting of Cabinet.

115. ICT STRATEGY 2009-11

By way of a report by the Head of Information Management (a copy of which is appended in the Minute Book) the Cabinet reviewed the content of an ICT strategy and the supporting action plan for a three-year period 2009-2011.

Having noted the main aims and objectives of the document, the Cabinet

RESOLVED

that the ICT Strategy 2009-2011 be approved.

116. LAND AT THE WHADDONS, MAYFIELD DRIVE, HUNTINGDON

(Councillor J J Dutton, Member for Huntingdon North was in attendance and spoke on this item)

Consideration was given to a report by the Head of Planning Services (a copy of which is appended in the Minute Book) to which was attached a schedule of responses received to the consultation on the Urban Design Framework for land around Buttsgrove Way, The Whaddons and Suffolk House, Huntingdon and suggested amendments as a consequence thereof.

Having considered the views of Councillor J J Dutton, a local ward member, on the proposals, the Cabinet

RESOLVED

- (a) that the contents of the Urban Design Framework for land around Buttsgrove Way, The Whaddons and Suffolk House, Huntingdon, as amended to reflect the content of the Annex to the report now submitted, be approved; and
- (b) that the Head of Planning Services be authorised to approve any minor consequential amendments to the text and illustrations after consultation with the Executive Councillor for Planning Strategy and Transportation.

117. LAND SOUTH OF HIGH STREET RAMSEY

The Cabinet considered a report by the Head of Planning Services (a copy of which is appended in the Minute Book) outlining the responses received to consultation on the Urban Design Framework for land south of High Street, Ramsey.

Having considered the schedule of responses and amendments outlined in the appendices to the report, the Cabinet

RESOLVED

- (a) that the contents of the Urban Design Framework for land south of the High Street, Ramsey as amended to reflect the content of the Annex to the report now submitted, be approved; and
- (b) that the Head of Planning Services be authorised to approve any minor consequential amendments to the text and illustrations after consultation with the Executive Councillor for Planning Strategy and Transportation.

118. LUMINUS GROUP - PROPOSED CHANGES TO MEMORANDUM AND ARTICLES

With the aid of a report by the Head of Legal and Estates consideration was given to a request from the Luminus Group to amend the Memorandum of Articles of Luminus Homes and Oak Foundation, to allow for the potential remuneration of Board

Members.

Having noted the contents of the report, the Cabinet

RESOLVED

- (a) that the proposed amendment to Memorandum and Articles of Luminus Homes and Oak Foundation, to permit remuneration of Board Members, be approved in principle, subject in the case of the Oak Foundation to the consent of the Charity Commissioners also being obtained and in both instances to the precise wording being agreed by the Head of Legal and Estates; and
- (b) that the determination of any future proposed amendments to the Memorandum and Articles of companies within the Luminus Group be delegated to the Head of Legal and Estates, after consultation with the Head of Housing and the Executive Councillor for Housing and Public Health.

119. PROPOSED TERMS OF REFERENCE & METHOD OF OPERATIONS - COUNTRYSIDE GROUP

Further to Minute No. 07/114, the Cabinet considered a report by the Head of Administration (a copy of which is appended in the Minute Book) to which was attached proposed revised terms of reference and method of operation for a Countryside Joint Group.

Having considered the issues surrounding the proposals and in given the need to consider the outcome of a review of management arrangements for Leisure Centre Management Committees currently being undertaken and the need to achieve consistency between the arrangements, the Cabinet

RESOLVED

that consideration of the matter be deferred pending further consideration in conjunction with arrangements for leisure facilities.

120. EXCLUSION OF THE PUBLIC

RESOLVED

that the public be excluded from the meeting because the business to be transacted contains exempt information relating to the financial affairs of a particular person (including the Authority holding that information).

121. NEW ACCOMMODATION - BUILDING A - OPTIONS REVIEW

Further to Minute No. 08/51 and with the assistance of a report by the New Accommodation Project Co-ordinator (a copy of which is

appended in the Annex to the Minute Book) the Cabinet were updated on progress of the delivery of the new accommodation project.

Having considered options for the redevelopment of an area of land fronting St. Mary's Street and in noting the deliberations of the Overview and Scrutiny Panel (Corporate and Strategic Framework) on the matter, the Cabinet

RESOLVED

- (a) that the disposal of a leasehold interest in Council owned land fronting St Mary's Street, Huntingdon to the Luminus Group for the provision of affordable housing be approved in principle; and
- (b) that the Chief Executive, after consultation with the Leader, be authorised to agree the final terms and conditions for the disposal.

Chairman

LEISURE CENTRE MANAGEMENT AGREEMENTS

(Report by Head of Administration and General Manager, Leisure)

1. Introduction

- 1.1 Members will be aware that the Council is actively involved in the management and funding of the 5 jointly provided Leisure Centres on secondary school campuses in Huntingdonshire at St Ivo, Huntingdon, St Neots, Ramsey and Sawtry. Changes in education governance arrangements and the way in which the County Council now funds education provision have led to proposals to change the basis of the funding and management of the Centres as set out in this report.

2. Background

- 2.1 The Centres have originated in different ways. The initial construction of some, St Ivo, Huntingdon and St Neots, was jointly funded by the County and District Councils to meet a need for sports provision at the secondary schools while at the same time providing leisure facilities for public usage. Others, Ramsey and Sawtry, involved the District Council enhancing and extending existing school sports facilities provided by the County Council and/or the local community. Subsequent developments and extensions have been largely funded by the District Council, with Huntingdon Town Council funding the majority of the cost of the original sports hall at Huntingdon.
- 2.2 The principle from the outset has been the added value and shared cost benefits of making the facilities available during term time days by children of both the site-secondary and neighbouring primary schools (the latter for swimming only) and by the public in the evenings, weekends and during school holidays. A complicated funding formula is used to determine the proportion of the revenue costs met by the County and District Councils but the whole of the cost of major repairs and refurbishment has been met by the District until recently when the County has agreed to meet a proportion of the expenditure based upon agreed usage.
- 2.3 Each Centre is managed by a formally constituted joint committee comprising representatives of the District and County Councils, the respective school governing bodies and in some cases, town council, community association and users representatives.

3. The Need for Change

- 3.1 Legislative change affecting the education service in recent years has altered the basis of the governance and funding arrangements for schools which has substantially reduced the role of the County Council as the local education authority. Governing bodies now own the land and premises that comprise the schools and most funding for education provision has been delegated to schools to manage their own affairs. The continued central funding of the joint leisure centres in Huntingdonshire by the County Council has become something of an anachronism, the continuation of which is difficult for the County Council to justify.

- 3.2 The situation in Huntingdonshire is unique in the county: none of the schools in the other Districts have jointly provided leisure provision of this nature. The remaining two secondary schools (Hinchingsbrooke and Longsands) in Huntingdonshire have and plan to make available sports and leisure facilities directly. The County Council is therefore anxious to dispense with the central funding of the leisure centres and to delegate the budgets to the secondary and primary schools that currently use the facilities.
- 3.3 The need to meet the leisure needs of the local population and improve the financial viability of the centres has increasingly led the District Council to develop sports and play facilities that generate income and which, consequently, are used less in proportion by the schools. Conversely alterations to the national curriculum can change the emphasis on sport in schools at both secondary and primary level and it has become more difficult to justify the educational proportion of the cost of the higher standards of facility required for public use.
- 3.4 Increasingly, it has become necessary to manage the leisure centres as a single combined business unit with policies affecting all centres being made centrally rather than centres taking individual, autonomous decisions in isolation. In recent years, the Impressions brand, marketing and health and safety all have been co-ordinated and managed centrally by specialist staff and this trend has continued with a recent restructuring of the leisure staffing establishment that has given individual centre and deputy managers responsibility for certain centralised functions, while retaining management responsibility for their individual centres.
- 3.5 The developments referred to have detracted from the need for separate management committees for the leisure centres which increasingly have fewer decisions to take that affect the individual centres. Attendance at meetings of the management committees has been patchy in recent years with some recording no attendance by a County Council or governing body representative for some years.

4. Proposals for Change

- 4.1 Discussions have been taking place with the County Council and the secondary schools on a new model for the management and funding of the leisure centres.
- 4.2 The County Council's intention to delegate the budget for the leisure centres to the secondary and primary schools (the latter for swimming only) necessitates a new funding structure to meet revenue expenditure. With effect from the start of the academic year in September 2009, it is proposed that schools will retain priority usage of the majority of the pool and some of the other facilities in the centres during term time school hours for which they will be charged an hourly rate for actual usage. Any time that is not required by the schools will be sold to the general public by the District Council. There will be no change in terms of public use at evenings, weekends and school holidays. The existing allocation of revenue expenditure will continue until the end of August, with the County Council meeting the relevant proportion of the annual cost until that time.
- 4.3 It is not expected that this change will lead to an increase in income but all parties will have an incentive to make full use of the facilities. The discussions thus far have already identified anomalies and timetable gaps which can be used to make facilities available for greater public daytime use.

- 4.4 The County Council will continue to meet a proportion of the cost of capital repairs identified in the quinquennial condition survey based upon educational usage of the facilities.
- 4.5 Responsibility for the management of the centres will be exclusively undertaken by the District Council which dispenses with the necessity for the retention of the management committees. Their demise will result in annual savings of in excess of £20,000 in external audit fees, plus the administrative cost of servicing meetings and preparing separate accounts for each centre. It is proposed that the committees cease to exist with effect from the end of the current financial year to avoid additional audit fees in 2009/10.
- 4.6 Having regard to the priority for both the County and District Council to promote healthy lifestyles and reduce childhood obesity, it is proposed that a new body be established to provide an active leisure forum for joint discussion and the future development of facilities. This would not be a formally constituted body in the same way as the management committees and suggested terms of reference are outlined in the Annex attached.
- 4.7 Executive responsibility for the leisure centres will revert to the District Council, but to assist the Executive Councillor for Leisure in his portfolio responsibility and provide a local focus for community representation, it is proposed that one district councillor from the notional catchment area should act as the advocate for each centre and the first point of contact on local issues for the centre manager and his staff.

5. Management Agreements

- 5.1 Management agreements exist between the County Council and the District Council and in some cases individual governing bodies for the ownership, management and funding of the leisure centres. The oldest of the agreements has now expired and management arrangements are continuing on a year to year basis. New agreements will be required that provide agreed terms for the County Council's capital contribution towards the ongoing maintenance of the facilities and with each of the secondary school governing bodies with regard to the management of the centres by the District Council, priority usage, charging, access etc. It is unlikely that current negotiations will be completed by the end of the current financial year and the centres will continue to function under the existing arrangements until such time as the new agreements have been concluded satisfactorily.

6. Consultation

- 6.1 It had been intended that this report would have been considered by each of the 5 management committees prior to despatch of the agenda for Cabinet. As a result of the recent adverse weather conditions however, the meetings of both the St Neots and St Ives committees were postponed for one week and any comments from those committees will be reported verbally to Cabinet when it meets.
- 6.2 No objections were raised by the Ramsey Committee. The Huntingdon Committee has recommended that a place be allocated on the active leisure forum for a representative of Huntingdon Town Council in view of the capital investment by the Town Council in the initial construction of the sports hall. The Sawtry Committee had no objection but preferred the use of an alternative term to the word 'forum' as the name of the proposed active leisure forum and wished to ensure that members of the public are aware who

to contact in the event of any future complaints about the operation of the centre.

- 6.3 The report has been considered by the Overview and Scrutiny Panel (Service Delivery). The only comments made related to a suggestion that Somersham and Alconbury & The Stukeleys wards should be included in the nominal catchment areas of St Ives and Huntingdon respectively for the purposes of the forum and for a longer period of notice to be given of forum meetings. The latter view was endorsed by the Sawtry Committee.
- 6.4 Huntingdon Town Council has drawn attention to the fact that the lease between the District Council and the Town for the occupation of the sports hall at Huntingdon contains provision for a management committee on which the Town is entitled to two voting representatives or such number as equates to 25% of the committee's membership. Further discussions will be taking place with the Town Council in this respect.

7. Conclusion

- 7.1 The existing joint provision arrangements between the County and District Councils have worked well for almost 40 years since St Ivo Recreation Centre was first envisaged. They have resulted in first class leisure facilities for school children and the general public in Huntingdonshire which has encouraged annually increasing usage levels. However, the changing economic and educational environment calls for a new approach that modernises the way in which leisure provision is delivered. It is anticipated that the changes will be cost positive, but this will be dependent on on-going, regular school use which will require close liaison and co-operation with school staff.
- 7.2 Minor changes have been recommended to the format of the active leisure forum as a result of the meetings thus far of the management committees and the Overview and Scrutiny Panel (Service Delivery). Cabinet is invited to consider those recommendations if it is minded to establish the forum as proposed.

8. Recommendation

- 8.1 It is therefore

RECOMMENDED

- (a) that the Cabinet endorse the proposals contained in this report for the future management and funding arrangements for the leisure centres at St Ivo, Huntingdon, St Neots, Ramsey and Sawtry;
- (b) that responsibility for the leisure centres be undertaken by the District Council with effect from the new financial year;
- (c) that the existing five management committees be wound up with effect from the end of the current financial year;
- (d) that an active leisure forum be established in accordance with the terms of reference set out in the attached Annex; and
- (e) that the existing management agreements be substituted by new agreements to be agreed with the County Council and the individual secondary school governing bodies, plus an amendment to the lease

of Huntingdon sports hall, and that the Head of Administration be authorised to determine the final content of the agreements, after consultation with the Executive Councillor for Leisure and General Manager, Leisure.

Background Papers:

Existing management agreements for St Ivo, Huntingdon, St Neots, Ramsey and Sawtry leisure centres.-

Contact Person:

Roy Reeves, Head of Administration – (01480) 388003

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HUNTINGDONSHIRE DISTRICT COUNCIL

ACTIVE LEISURE FORUM

1. Purpose

- 1.1 Promoting healthy lifestyle choices is a key objective of the District Council's corporate plan 'Growing Success' and improving access to leisure opportunities and co-ordinating access to such activities are priorities in the Huntingdonshire Sustainable Community Strategy.
- 1.2 The aim of the Forum is to provide opportunities for debate and community engagement in the Council's delivery of active leisure provision in Huntingdonshire, currently primarily focused in the leisure centres at Huntingdon, Ramsey, Sawtry, St Neots and St Ives. The Forum will enable the views of users and the wider community to be expressed and provide a vehicle for the dissemination of information on leisure facility development in the District.

2. Membership

- 2.1 The Executive Councillor for Leisure (or equivalent)

One Huntingdonshire district councillor (who shall be referred to as the Lead Member or Advocate) and a substitute Member from a ward in the nominal catchment area of each Leisure Centre as follows –

<i>Leisure Centre</i>	<i>Catchment Area (District Wards)</i>
Huntingdon	Brampton, Buckden, Ellington, Godmanchester, Huntingdon East, Huntingdon West, Huntingdon North.
Ramsey	Ramsey, Somersham, Upwood & The Raveleys, Warboys & Bury.
Sawtry	Alconbury & The Stukeleys, Elton & Folksworth, Sawtry, Stilton, Yaxley & Farcet.
St Ives	Earith, Fenstanton, The Hemingfords, St Ives West, St Ives South, St Ives East.
St Neots	Gransden & The Offords, Kimbolton & Staughton, Little Paxton, St Neots Eaton Ford, St Neots Eaton Socon, St Neots Eynesbury and St Neots Priory Park.

One Cambridgeshire county councillor from an electoral division in Huntingdonshire

One governor from each of St Peter's School Huntingdon, Abbey College Ramsey, Sawtry Community College, St Ivo Secondary School and St Neots Community College.

Such other representatives, either permanently or on ad hoc basis as the Forum shall determine from time to time.

3. Role of the Forum

- 3.1 The intention of the Forum is to provide an opportunity for Members and others to represent the views of their communities in promoting access and usage of leisure facilities in the pursuit of a healthy and active population. The Forum has no executive decision making powers but can advise facility providers and policy makers on -

the priorities and their achievement relating to active leisure in the Huntingdonshire Sustainable Communities Strategy,
the monitoring of achievement against performance targets of the Leisure Centres and other facilities, and
the development of new initiatives to maximise attendances and income levels and promote diversity.

4. Member Advocate

- 4.1 The role of the Member Advocate is to –

provide advice and guidance to the Leisure Centre Manager in the catchment area he/she represents,
act as the spokesperson at Member level for that Centre,
represent the views of the users of that Centre and the wider community at meetings of the Forum and elsewhere,
promote active leisure and encourage community participation in the catchment area,
assist and advise the Executive Councillor for Leisure on performance management and the needs of the catchment area, and
represent the Centre in discussions with the County Council/relevant Governing Body concerning management of the Centre.

5. Meetings

- 5.1 The frequency of meetings shall be at the discretion of the Forum, subject to a minimum of twice per annum. Meetings shall be informal and not open to the public. They will be convened by the District Council. Notification shall be sent to Forum members no less than 5 days prior to each meeting who shall be entitled to include items on the agenda by giving notice to the District Council 7 days prior to that meeting.

Agenda Item 5

By virtue of paragraph(s) 1 of Part 1 of Schedule 12A of the Local Government Act 1972.

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