



Joint Management Committee

Secretary to the Committee

Frank McArdle

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Centre Manager

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Our Ref:

Date: 03 July 2018

Dear Councillor,

Etwall Leisure Centre Joint Management Committee

A Meeting of the **Etwall Leisure Centre Joint Management Committee** will be held at **John Port Spencer Academy**, on **Wednesday, 11 July 2018** at **17:00**. You are requested to attend.

Yours faithfully,

A handwritten signature in black ink that reads 'Frank McArdle'.

Secretary to the Joint Management Committee

To: **Representatives of South Derbyshire District Council**
Conservative Group
Councillor Mrs Plenderleith and Councillor Billings

Labour Group
Councillor Shepherd

Representative of the Governors of John Port Spencer Academy
Mr D Parker

AGENDA

Open to Public and Press

- 1** Appointment of Chairman
- 2** Appointment of Vice-Chairman
- 3** Apologies and to note any Substitutes appointed for the Meeting.
- 4** To receive the Open Minutes of the following Meeting:

Etwall Leisure Centre Joint Management Committee 25th April 2018 **3 - 5**
Open Minutes
- 5** To note any declarations of interest arising from any items on the Agenda
- 6** ACTIVE NATION PERFORMANCE REPORT (Verbal Report)
- 7** FINAL ACCOUNTS 2017-18 **6 - 8**

Exclusion of the Public and Press:

- 8** The Chairman may therefore move:-

That in accordance with Section 100 (A)(4) of the Local Government Act 1972 (as amended) the press and public be excluded from the remainder of the Meeting as it is likely, in view of the nature of the business to be transacted or the nature of the proceedings, that there would be disclosed exempt information as defined in the paragraph of Part I of the Schedule 12A of the Act indicated in the header to each report on the Agenda.

ETWALL LEISURE CENTRE JOINT MANAGEMENT COMMITTEE

25th April 2018

PRESENT:-

Representatives of South Derbyshire District Council

Conservative Group

Councillor Mrs A Plenderleith (Chairman)

Labour Group

Councillor D Shepherd

Officers

A Thomas – Strategic Director (Service Delivery),

M Roseburgh - Cultural Services Manager

C Tyler - Democratic Services Officer

Representatives of Etwall John Port School

Governing Body

K Squire – School Head

Officer

M Walker-Endsor – School Business Manager

Representatives of Active Nation

J Dobson – Centre Manager

EL/17 **APOLOGIES**

Apologies for absence from the meeting were received from Councillor Billings (Conservative Group).

EL/18 **APPOINTMENT OF VICE-CHAIRMAN**

The Chairman proposed that this matter be deferred to a future meeting. K Squire reported that six parent governors had recently been recruited and that following their appointment, it was hoped that governor representation on the Committee would improve.

RESOLVED:-

That the Appointment of Vice-Chairman be deferred to a later meeting.

EL/19 **MINUTES**

The Open Minutes of the Meeting held on 22nd January 2018 were noted, approved as a true record and signed by the Chairman.

EL/20 **DECLARATIONS OF INTEREST**

The Committee was informed that no declarations of interest had been received.

EL/21 **ETWALL LEISURE CENTRE JOINT MANAGEMENT COMMITTEE AGREEMENT**

Councillor Shepherd made reference to Item 26 of the Agreement, relating to insurance, requesting assurance that Members of the Joint Management Committee were not individually or collectively liable for any insurance matters. The Councillor also queried whether the joint working arrangement remained subject to audit. It was agreed that these queries would be referred to the appropriate officers for a response.

RESOLVED:-

Members noted the Joint Management Committee Agreement that came into effect from 1st April 2018.

EL/22 **ACTIVE NATION PERFORMANCE REPORT – VERBAL REPORT**

J Dobson presented the annual Active Nation summary of Etwall Leisure Centre, making particular reference to the following items;

Active Nation Brand Map

- Comprising Active Education, Active Nutrition, Active Events, Active Community, Active Research, Active Ability, Active Health, Active People and Active #JustTryIt Days.

Supporter Base Performance

- Actual monthly participation between April 2017 and March 2018 ranged from 39,224 to 44,650, the latter figure achieved in March 2018.
- The annual total had risen from 456,572 in 2016/17 to 504,401 in 2017/18.
- A breakdown giving the various activity categories was also supplied, with attention drawn to gym usage - up 10,850, group exercise usage – up 1,993, swim lessons – up 874, swimming pool casual sessions – up 9,104, 3g pitch – up 17,507 and badminton – up 4,739.

Service Quality

- Etwall Leisure Centre had been short-listed for the Streamline Leisure Centre of the Year by UK Active at the flame awards, making it to the final four.
- The Centre maintained its Quest 'Very Good' accreditation, following recent unannounced inspection visits.
- The Centre attained 'Excellent' status in its ISO14001 environmental compliance.
- Investment had been made in a new pool cover, AHU unit improvements, boiler flue replacement and pool pumps.
- Public Wi-fi had been installed at the venue.
- An Active Nutrition webinar from industry expert Nick Jarvis was provided free to all supporters.
- Improvements had been made to the Centre's IT system in a move away from Citrix to an Active Desktop set-up.

- Investment had been made in internal marketing, aimed at improving the appearance and brand identity, along with its signage.
- A new Brand Standards audit App had been launched, enabling users to report issues on-line.

Net Promotor Score (NPS)

- Etwall Leisure Centre had achieved a NPS score of 43 against a target of 40, ranked 'Good'.

Safety

- Safe Supporters: Despite the large increase in participation volume the number of accidents had fallen from 68 in 2016/17 to 53 in 2017/18.
- Safe Staff: Accidents had fallen from four in 2016/17 to one in 2017/18.
- Safety Commentary: New safety audits had been completed across the group; quarterly group safety meetings had been altered to add greater value to attendees and industry leader Joe Ryan had been appointed as the Centre's external Health & Safety expert to guide, advise and support.

Members raised comment or queries relating to parking issues, car park maintenance, signage, safety measures and football equipment, matters addressed by the Centre Manager.

RESOLVED:-

The Committee considered and noted the points made in the presentation.

The meeting terminated at 5.25pm.

COUNCILLOR MRS A PLENDERLEITH

CHAIRMAN

REPORT TO: ETWALL LEISURE CENTRE JOINT MANAGEMENT COMMITTEE **AGENDA ITEM:** 7
DATE OF MEETING: 11th JULY 2018 **CATEGORY:** RECOMMENDED
REPORT FROM: TREASURER TO THE JOINT MANAGEMENT COMMITTEE OPEN
MEMBERS' CONTACT POINT: KEVIN STACKHOUSE (01283 595811) Kevin.stackhouse@south-derbys.gov.uk
SUBJECT: FINAL ACCOUNTS 2017/18 **REF:** u/ks/live files/Etwall JMC/final accounts report 17 18
WARD (S) AFFECTED: ETWALL, HATTON, HILTON, NORTH WEST, REPTON & WILLINGTON

1.0 Recommendations

1.1 That the Final Accounts for 2017/2018 are considered and approved.

2.0 Purpose of Report

2.1 To report the Leisure Centre's final accounts for 2017/18.

3.0 Detail

3.1 Items of income and expenditure for 2017/18 are detailed in **Appendix 1**. This also shows a comparison with the actual expenditure for 2016/17, the budgeted expenditure for 2017/18, together with the estimated position as reported to the Committee in January 2018.

3.2 A summary is provided in the following table.

Total Income and Expenditure	Actual 2016/17 £	Budget 2017/18 £	Projected 2017/18 £	Actual 2017/18 £
Expenditure	94,546	101,295	106,649	101,673
Income	-36,635	-22,682	-23,706	-22,682
Net Cost	57,911	78,613	82,943	78,991

3.3 The table shows that the net cost was fairly in line with budgeted and lower than that projected in January 2018, which was due to lower overhead charges.

3.4 As expected, the net cost increased in 2017/18 compared to 2016/17, mainly due to the reduction in the contribution from the County Council. As previously

reported, the County Council has fully withdrawn their contribution from 2018/19.

3.5 The following table summarises the contributions of the School and the District Council towards the net cost of the facility.

Shared	Actual 2016/17 £	Budget 2017/18 £	Projected 2017/18 £	Actual 2017/18 £
South Derbyshire District Council (62%)	35,905	48,740	51,425	48,975
John Port School (38%)	22,006	29,873	31,518	30,017
	57,911	78,613	82,943	78,991

Sinking Fund

3.6 Each year, a contribution of £25,000 is made to a sinking fund which was set up to replace major items of plant and equipment. In addition, a further provision of £5,000 is made for future decommissioning costs.

3.7 As at 31st March 2018, the balance on the sinking fund was £111,000, with £20,000 in the decommissioning provision.

Etwall Leisure Centre - Income and Expenditure	Actual 2016/17 £	Budget 2017/18 £	Projected 2017/18 £	Actual 2017/18 £
Repairs and Maintenance	8,681	11,500	20,000	20,096
Supplies and Services	0	0	1,336	1,336
Contribution to Utility Costs (Gas and Electricity)	3,075	8,269	3,120	3,075
Contribution to Sinking Fund	25,000	25,000	25,000	25,000
Contribution to Decommissioning Costs	5,000	5,000	5,000	5,000
Main Contractor Payment	31,625	31,625	32,292	32,292
Central Support / Overheads	21,165	19,901	19,901	14,874
Other Maintenance Costs - JPS	0	0	0	0
Gross Expenditure	94,546	101,295	106,649	101,673
Less Income Contributions				
County Council	-34,773	-22,682	-22,682	-22,682
Less - Share of Café Turnover	-1,862	0	-1,024	0
NET EXPENDITURE	57,911	78,613	82,943	78,991
Shared	Actual 2016/17 £	Budget 2017/18 £	Projected 2017/18 £	Actual 2017/18 £
South Derbyshire District Council (62%)	35,905	48,740	51,425	48,975
John Port School (38%)	22,006	29,873	31,518	30,017
	57,911	78,613	82,943	78,991