

Etwall Leisure Centre

fitness sport leisure



Joint Management Committee

Secretary to the Committee

Dr J Ives

Chief Executive

South Derbyshire District Council,

Civic Offices, Civic Way, Swadlincote,

Derbyshire. DE11 0AH

Phone 01283 595702

Email: democratic.services@southderbyshire.gov.uk

Business Manager

James Dobson

Etwall Leisure Centre, John Port School,

Hilton Road, Etwall, Derbyshire.DE66HZ

Phone 01283 735404

Email: james.dobson@activenation.org.uk

Our Ref: DS

Date: 25 June 2024

Dear Councillor,

Etwall Joint Management Committee

A Meeting of the **Etwall Joint Management Committee** will be held at **John Port Spencer Academy**, Main Street, Etwall, Derbyshire on **Wednesday, 03 July 2024** at **17:00**. You are requested to attend.

Yours faithfully,

A handwritten signature in black ink, appearing to read 'J Ives'.

Secretary to the Joint Management Committee

To: **Representatives of South Derbyshire District Council**

Labour Group

Councillors D Shepherd and I Hudson

Conservative Group

Councillor D Muller

Representative of the Governors of John Port Spencer Academy

D Parker, A Vann and M Walker-Endsor

AGENDA

Open to Public and Press

- 1** Apologies and to note any substitutes appointed for the Meeting.
- 2** To Appoint a Chair
- 3** To Appoint a Vice-Chair
- 4** To receive the open minutes of the meeting held on
24 April 2024 **3 - 6**
- 5** To note any declarations of interest arising from any items on the Agenda
- 6** To receive any questions by members of the public pursuant to Council Procedure Rule No. 10.
- 7** FINAL ACCOUNTS 2023-24 **7 - 9**
- 8** EVERYONE ACTIVE PERFORMANCE REPORT **10 - 20**

Exclusion of the Public and Press:

- 9** The Chairman may therefore move:-
- 10** To receive the Exempt Minutes of the Meetings held on:
24 April 2024

ETWALL LEISURE CENTRE JOINT MANAGEMENT COMMITTEE

24 April 2024

PRESENT:

Representatives of South Derbyshire District Council

Labour Group

Councillors D Shepherd (Chair) and L Singh.

Conservative Group

Councillor D Muller.

Members in Attendance

Councillor A Kirke

Officers

Charlotte Jackson - Head of Finance

Sean McBurney – Head of Cultural and Community Services

Donna Foster– Senior Democratic Services Officer

Kelly Julian – Democratic Services Officer

Representatives of John Port Spencer Academy

Governing Body

Danny Parker – School Governor

Marie Walker-Endsor

Alison Vann

EL/24 **APOLOGIES**

The Joint Committee was informed that no apologies had been received.

EL/25 **OPEN MINUTES**

The Open Minutes of the Meetings held on 08 January 2020 and 10 January 2024 were noted and approved as a true record and signed by the Chair.

It was noted that at EL/20 in the 10 January 2024 minutes the report giving clarity on the appropriate use of the Sink Fund remained outstanding.

EL/26 **DECLARATIONS OF INTEREST**

The Committee was informed that no Declarations of Interest had been received.

EL/27 **QUESTIONS BY MEMBERS OF THE PUBLIC PURSUANT TO COUNCIL PROCEDURE RULE NO. 10**

In accordance with Council Procedure Rule No.10 Mr Pete Price asked the Head of Cultural and Community Services, the following question:

“Given the substantial increase in membership fees following the start of the new contract with Everyone Active, in the first year precisely what will customers see in return, in terms of improved community sports, the availability of pool time for community swimming and the maintenance or improvement of the building and facilities?”

The Head of Cultural and Community Services thanked Mr Price for his question and explained that it was hoped that membership fees would be in line with the previous operator’s rates. It was noted that whilst Everyone Active, the new contractor, had made a commitment to improve leisure provision, they had only been in place for 24 days and that maintenance improvements would be covered in the presentation from the Everyone Active.

In accordance with Council Procedure Rule No.10 Mr Pete Price asked the Head of Cultural and Community Services, the following question:

“Given the Council's commitments in response to my question to the JMC in September 2023, how will the Council and Everyone Active ensure community interests are better represented in discussions with the school over the timetabling for swimming and other sports and activities?”

The Head of Cultural and Community Services informed the Joint Committee that there would be a structure of formal meetings with regular operational meetings and quarterly strategic meetings. It was noted that the community use of the swimming pool would have to be balanced with the needs of the school.

EL/31 **LEISURE CONTRACT**

The Head of Cultural and Community Services presented the report to the Committee outlining the recommendations and the key areas within the report.

Marie Walker-Endsor addressed the Joint Committee and explained that it was for the Trust to grant the License to Occupy which should be completed within 6 to 12 weeks.

Councillor Muller sought clarity regarding the TUPE of Staff.

The Everyone Active confirmed that all staff had been give assurance regarding employment and that it was Everyone Active’s intention to increase the number of staff.

RESOLVED:

- 1.1 The Joint Committee noted the appointment of SLM Ltd (Everyone Active) as the new leisure management contractor for Etwall Leisure Centre from 1 April 2024 for a period of 5 years with an optional 2 year extension.***

1.2 *The Joint Committee granted to SLM Ltd (Everyone Active) and the SLM Community Leisure Charitable Trust, sufficient use and occupation rights in order that both organisations can meet the obligations under the leisure management contract*

EL/29 **EVERYONE ACTIVE PERFORMANCE REPORT**

The Everyone Active representative presented the presentation to the Joint Committee which included, the background of SLM (Everyone Active), its Leadership Team and Regional Team. The Joint Committee was provided with an overview of the contract, Everyone Active's strategic objectives and outcomes and an outline of proposed facility improvements.

Members raised queries regarding possible passes for Council staff, community outreach for rural areas and staff retention.

The Everyone Active representative informed the Joint Committee that discussions were underway with South Derbyshire District Council regarding staff passes, and that due to the number of cross boarder contracts, Everyone Active had the ability to reach out to the wider community. The Everyone Active representative explained that it was the nature of the business to have high turnover of staff in relation to students etc. but it was important to have a stable workforce and that they were looking at packages and development opportunities to assist with the retention of staff.

RESOLVED:

The Committee received and noted the Everyone Active Performance Report.

EL/30 **LOCAL GOVERNMENT ACT 1972 (AS AMENDED BY THE LOCAL GOVERNMENT [ACCESS TO INFORMATION] ACT 1985)**

RESOLVED:

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.

EXEMPT MINUTES

The exempt minutes of the meeting held on 10 January 2024 received.

The meeting terminated at hours 17:40hours.

COUNCILLOR D SHEPHERD

CHAIR

REPORT TO: ETWALL LEISURE CENTRE JOINT MANAGEMENT COMMITTEE **AGENDA ITEM: 7**

DATE OF MEETING: 03 JULY 2024 **CATEGORY: RECOMMENDED**

REPORT FROM: TREASURER TO THE JOINT MANAGEMENT COMMITTEE – EXECUTIVE DIRECTOR RESOURCES AND TRANSFORMATION **OPEN**

MEMBERS' CONTACT POINT: CHARLOTTE JACKSON
Charlotte.jackson@southderbyshire.gov.uk

SUBJECT: FINAL ACCOUNTS 2023/24 **REF:** S.Finance/Etwall/JMC/final accounts report 2024

WARD (S) AFFECTED: ETWALL, HATTON, HILTON, REPTON & WILLINGTON

1.0 Recommendations

1.1 That the Final Accounts for 2023/2024 are noted.

2.0 Purpose of Report

2.1 To report the Leisure Centre's final accounts for 2023/24.

3.0 Detail

3.1 Items of expenditure for 2023/24 are detailed in the following table.

Etwall Leisure Centre - Expenditure	Budget 2023/24 £	Projected 2023/24 £	Actual 2023/24 £
Repairs and Maintenance	16,500	17,672	31,602
Contribution to Utility Costs (Gas and Electricity)	12,000	195,069	187,762
Contribution to Sinking Fund	25,000	25,000	25,000
Contribution to Decommissioning Costs	5,000	5,000	5,000
Main Contractor Payment	37,181	38,467	44,322
Central Support / Overheads	18,422	10,783	17,900
Professional Fees	0	0	18,980
Total Expenditure	114,103	291,990	330,566

3.2 The table shows that the overall expenditure was higher than budgeted, and above that projected when last reported in January 2024.

3.3 The main reasons for the increases were the costs incurred from the emergency works carried out on the roof following heavy rain in November and December. Plus, day-to-day repairs and maintenance costs. These costs have been largely offset by

a draw down on the sinking fund as reported and approved in April 2023 and January 2024.

Overheads

- 3.4 These are the costs that the District Council incur in managing the contractor and administering the JMC's Accounts. They can vary year to year depending on the actual costs incurred by the District Council and are a proportion of the overall costs incurred, split on an estimate of time spent. A breakdown is summarised below.

Central recharges estimate for CCD30 2023/24 Split 50/50 between Etwall & Greenbank		
	Total Recharge	Etwall Share
Finance	15,802.20	7,901.10
Internal Audit	4,740.08	2,370.04
Merchant banking	1,575.53	787.76
Cultural Services	6,783.89	3,391.95
Comms	3,820.08	1,910.04
Property Services	2,403.08	1,201.54
Procurement	676.06	338.03
	35,800.92	17,900.46

Recharge to John Port School

- 3.5 The annual recharge to John Port School is detailed below and is lower than the forecast presented in the budget report in January 2024.

Shared	Budget 2023/24 £	Projected 2023/24 £	Actual 2023/24 £
South Derbyshire District Council (62%)	70,744	172,905	89,991
John Port Spencer Academy (38%)	43,359	105,974	55,156
	114,103	278,878	145,146

- 3.9 This is due to the drawdown of funds from the sinking fund and income from the exiting contractor for dilapidation works reducing the overall expenditure. Details of the reduction in costs are in the following table.

Etwall Leisure Centre – Reduction to Expenditure	Budget 2023/24 £	Projected 2023/24 £	Actual 2023/24 £
Sink fund draw down	0	-13,112	-38,702
Contractor Income (Dilapidation report)	0	0	-146,717
Total:	0	-13,112	-185,419

- 3.6 Each year, a contribution of £25,000 is made to a sinking fund which is earmarked 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 approved in April 2023 and January 2024 a drawdown from the sinking fund of £38,702 was made to cover costs detailed in 3.3.
- 3.8 As of 31st March 2024, the balance on the sinking fund was £140,936 with £45,000 in the decommissioning provision.

South Derbyshire Contract

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Etwall Leisure Centre John Port Spencer Academy Joint Management Committee



South
Derbyshire
District Council



Wednesday 3rd July 2024





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Dan Mclean
Area Contract Manager

Nick Fearnett
Contract Manager



Introduction

- Contract Overview
- Strategic direction and outcomes
- Facility developments
- Customers and partners
- Performance so far...



Contract Overview

Contract Start: 1st April 2024

Contract Length: 5 years (plus optional extension for a further 2 years)

Key Commitments:

- Full refurbishment of fitness facilities
- Brand new state of the art fitness equipment (Fitness Room, Group Cycling and Studio)
- Grab and Go cafe
- Various new colleagues to develop key programmes within the centre and contribute to the Authorities Health & Wellbeing priorities. Posts include, a Contract Fitness Manager, dedicated Swim Manager, Health & Wellbeing Manager, Contract Maintenance Technician and Contract Manager.
- We will develop a healthy workplaces programme to engage with the Authorities 600 employees
- Dilapidation works on facilities including building aesthetics and plant areas
- Improved IT, access controls and network infrastructure

Specialist Commitments at Etwall Leisure Centre committed to enhancing the school and community sports provision and improving the quality and reputation of the facility through our management systems, investments and service delivery.





Strategic Objectives and Outcomes

Active & Healthy Lives

- Make physical activity part of everyday life
- Increase levels of physical activity to support social priorities and reduce health inequalities
- Support people that need it most to be physically active
- Children and adults understand the benefits of physical activity
- People have the life skills to enable them to be physically active

Active Places

- Support and enable strong existing local delivery networks in communities
- Work with local role models, groups and volunteers within communities to encourage participation
- Utilise the positives of physical activity to help create a more connected, safer, cohesive community

Active Travel

- Ensure the active environment is part of future town centre designs
- Improve health & wellbeing through walking and cycling
- Make the cycle and walking network more accessible to residents and visitors
- Ensure green spaces are good quality and accessible

Active Economy

- Sport, leisure and physical activity sector has a diverse, well trained, profession work force and voluntary sector. There are clear career pathways and opportunities for all
- Continue existing partnerships and extend to working with non-traditional partners
- Employers to support workers to be active throughout their day and promote active travel initiatives to travel to work





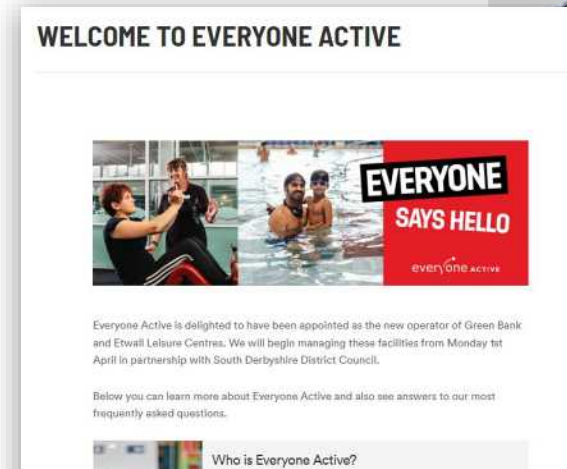
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- Upgraded security and access controls
- Pricing, timetabling and accessibility
- Statutory PPM scheduling
- Clean, safe and welcoming
- Enhanced programming
- Technology and online presence
- Communication
- Community and partnership engagement
- Branding
- Customer service standards
- External verification (Quest)
- Internal audit systems

Customers and Partners



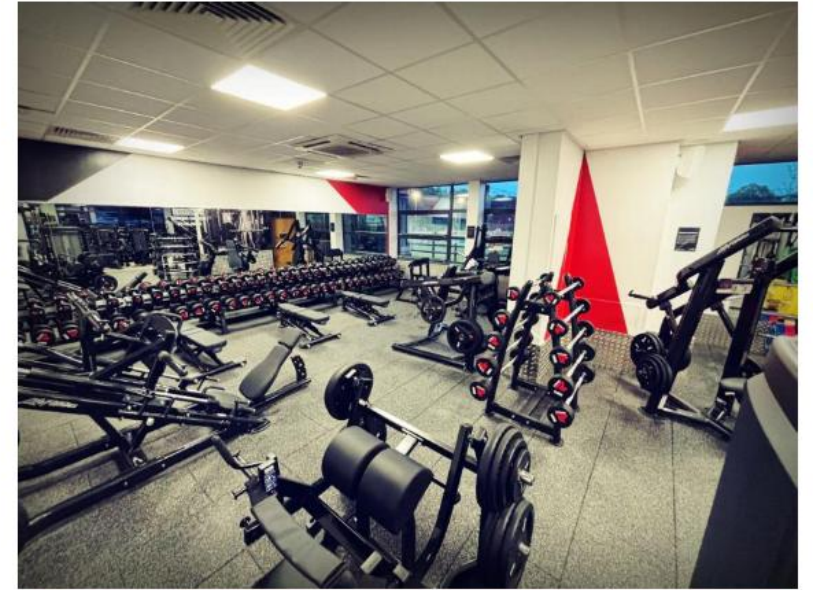
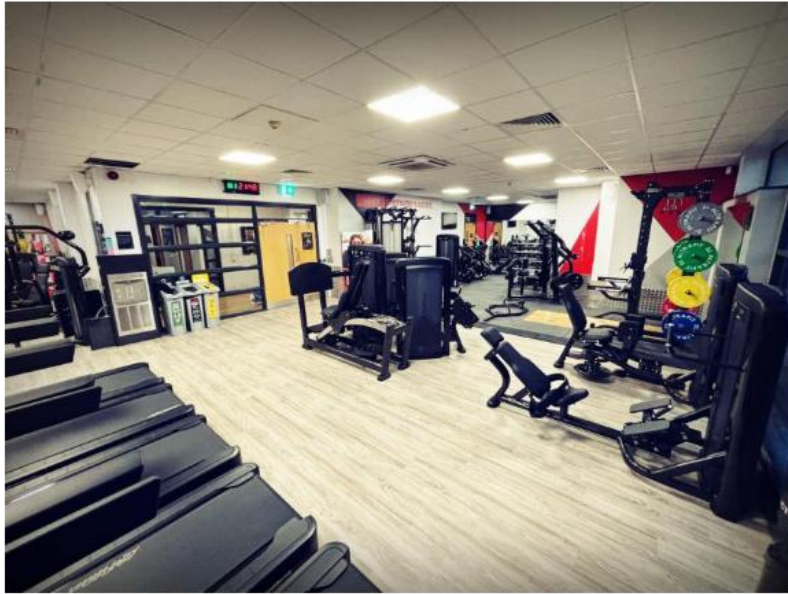


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Facility Developments- Completed



- Full fitness room refurbishment
- Cycle studio upgrades and decoration
- Reception and Studio Decoration
- Rebranding
- WiFi, Access Control and Cabling Upgrades
- Plant Room Upgrades and Maintenance
- Process Changes- Cleaning, Facility Management

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Facility Developments- Next Steps

- Grab and Go Café Set up
- Refurbishment of Dry Side Male and Female Changing Rooms
- Dilapidation works to Wet Side Changing Rooms
- Lighting Upgrades to School's Changing Rooms 1-6
- Lighting Upgrades to Sports Hall Viewing Area

Partner and Customer Developments

- Review set up on pool programming
- Re-using of previous gym equipment to allow school to utilise within squash courts
- Fitness programme review





Sales and Retention





Participation

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Thank you

EVERYONE

