

Agenda for LED Monitoring Forum Tuesday, 27th April, 2021, 9.30 am



Members of LED Monitoring Forum

Councillors P Arnott, A Dent, M Hartnell, S Hawkins (Chair), P Hayward, V Johns, G Jung, G Pook, J Rowland.

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Venue: Online via zoom app

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(or group number 01395 517546)
Monday 19 April 2021

**Important - this meeting will be conducted online and recorded by Zoom only.
Please do not attend Blackdown House.
Members are asked to follow the [Protocol for Remote Meetings](#)**

This meeting is being recorded by EDDC for subsequent publication on the Council's website and will be streamed live to the Council's Youtube Channel at <https://www.youtube.com/channel/UCmNHQruge3LVI4hcgRnbwBw>

Public speakers are now required to register to speak – for more information please use the following link: <https://eastdevon.gov.uk/council-and-democracy/have-your-say-at-meetings/all-other-virtual-public-meetings/#article-content>

1 **Public Speaking**

Information on [public speaking is available online](#)

2 **Minutes of the previous meeting held on 30 March 2021** (Pages 3 - 6)

To agree the minutes of the previous meeting held on 30 March 2021.

3 **Apologies**

4 **Declaration of interest**

Guidance is available online to Councillors and co-opted members on making [declarations of interest](#)

5 **Matters of urgency**

6 **Confidential/exempt item(s)**

To agree any items to be dealt with after the public (including the Press) have been excluded. There are **three** items which officers recommend should be dealt with in this way.

Part A

- 7 **LED facilities reopening report April 2021** (Pages 7 - 8)
- 8 **LED Community Engagement / Outreach Programme, June - September 2021** (Page 9)

9 **Exclusion of the press and public**

That under Section 100(A)(4) of the Local Government Act 1972 and in accordance with the Local Authorities (Executive Arrangements)(Meetings and Access to Information)(England) Regulations 2012, the public (including the press) be excluded from the meeting as exempt and private information (as set out against each Part B agenda item), is likely to be disclosed and on balance the public interest is in discussing the items in private session (Part B).

Part B

- 10 **Actions and mitigations taken in response to COVID-19** (Pages 10 - 12)
- 11 **Financial performance update**
Update report for March and April 2021 from the Director of Finance LED Leisure (to follow).
- 12 **Cloakham Lawns sports club facilities**
Verbal update from the CEO LED Leisure.
- 13 **Review of LED open book accounts 2020/21**
Verbal update from consultants Strategic Leisure.

[Decision making and equalities](#)

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EAST DEVON DISTRICT COUNCIL**Minutes of the meeting of LED Monitoring Forum held online on 30 March 2021****Attendance list at end of document**

The meeting started at 6.00 pm and ended at 7.58 pm

34 Public Speaking

There were no members of the public registered to speak.

35 Minutes of the previous meeting

The minutes of the previous meeting held on the 23 February 2021 were confirmed as a true record of the meeting.

36 Declaration of interest

Cllr P Arnott: Minutes 39, 40 and 42; Personal Interest: Membership of LED Leisure.
Cllr A Dent: Minutes 39, 40 and 42; Personal Interest: Membership of LED Leisure.
Cllr V Johns: Minute 40; Pecuniary Interest: Husband is Chair and Trustee of Ottery St Mary Cricket Club.

37 Matters of urgency

Noted a late report, listed under minute 42.

38 Confidential/exempt item(s)

There was one item agreed by the Forum to be held in private session, listed under minute 42.

39 Management agreement review of Colyton Grammar School dual use site

The Service Lead for Place, Assets and Commercialisation updated the Forum on the review of the management agreement in relation to the dual use facilities at Colyton Grammar School.

Following a recent approach from the school, some work has begun to identify a way forward for a revised management agreement that improves the offer and a fairer sharing of costs.

The current building has a 99 year lease, with the current management agreement permitting school use during the school day, bar a two hour window whereby the dance studio of the building is available for LED to utilise, and the hall available outside of school hours and weekends. The building is under the responsibility of the Council to maintain.

The pitch at the site has been installed by the school, with some contribution by the Council, whereby the pitch can be utilised by LED to offer services outside of school

hours and a contribution is made by LED for this use. Maintaining the pitch falls to the school.

Recent pressure for space on the school has meant that an interim management arrangement has been in place for the last two years, with the two hours of dance studio time being surrendered in exchange for compensation to LED. The pitch is also in need of significant investment, hence the approach by the school for an increased contribution.

A full review of the management arrangement is timely with the work on building a new leisure strategy. The Forum were asked to provide their support for continued work on negotiation of the management arrangement, with a view to a formal report coming back to the Forum with more detail in due course.

Forum discussion included:

- Welcoming discussion to lead to an improved management arrangement;
- Community use of the site was high and valued;
- Need to ensure income protection of site;
- If the pitch is deemed to be a strategic asset (once diagnostic assessment complete) then a case could be built for funding to improve it;
- Pitch agreements were normally on the basis of 10 – 15 years, with a review at least two years prior to expiry, as that was the normal expectant lifespan of a pitch before refurbishment was required;
- The site was not a profit generating site for LED, but the community value was high, and therefore usually offset by profit from other sites.

RESOLVED that the Service Lead for Place, Assets and Commercialisation continued negotiation of the management agreement for the dual use site at Colyton Grammar School, and reports back to the Forum with progress in due course.

40 **EDDC Playing Pitch Strategy review**

The Planning Policy Manager presented his report on the Playing Pitch Strategy. His report highlighted:

- The purpose of the strategy in providing an overall qualitative assessment of provision, and identifies shortfalls and deficiencies;
- Look to protect facilities from loss as a result of redevelopment, as well as enhancing existing facilities and provide new facilities to meet current and future needs;
- Includes outdoor pitch provision in respect of use by and for the organised team sports of cricket, football, hockey and rugby union (not tennis or netball);
- Includes all pitches that have some element of public use and access, regardless of ownership;
- The existing strategy in place was completed in 2015;
- Strategic Planning Committee resolved for the production of a new strategy to be undertaken in-house on 23 February 2021;
- Work undertaken to date includes the updating of every club and teams that play matches, with a link to pitches and quality of pitch;
- Work still to timetable, includes updating quality of pitches and supporting club house/other facilities;
- Recognition that the work will align with wider leisure and recreation provision in the district being under review.

Comments from the meeting included:

- What could be done to ensure that the playing pitch strategy was fully implemented; some pitch losses had occurred in Exmouth since the last strategy was put in place;
- Examples given where one new pitch had been created and one refurbished since the current strategy was agreed;
- Difficulties in managing implementation due to some areas have a lack of suitable sites, and/or aligning with new development on the scale that would release section 106 contributions that would be sufficient to cover the costs or match fund bid applications;
- Some scepticism that even with a new strategy in place, delivery of new pitches in Exmouth would be delivered;
- Explaining the relationship between the Leisure Strategy, which would sit above the playing pitch strategy and a built sports facility strategy. The latter two would contain the detail. It was stressed that the playing pitch and built sports facilities strategy (for the purposes of the Local Plan) needed to include all availability, not just what the Council would be supporting in terms of leisure provision;
- Next stages included communicating with local clubs and sporting bodies to ask what demands they were facing and what their expectations are for the future;
- Suggestion that contact with local clubs should be made directly rather than through the sporting bodies recommended by Sport England, as that would be more successful.

RESOLVED that the report be noted.

41 **Exclusion of the press and public**

That under section 100(A)(4) of the Local Government Act 1972 and in accordance with the Local Authorities (Executive Arrangements)(Meetings and access to Information)(England) Regulations 2012, the public (including the press) were excluded from the meeting as exempt and private information was likely to be disclosed and on balance the public interest is in disclosing the items in private session.

42 **LED Service fee**

The Forum received an update on the further modelling of the service fee for the current year and for the subsequent year. Following discussion the service fee would go back to the LED Board for further debate.

RESOLVED that the report be noted.

Attendance List

Councillors present:

P Arnott
A Dent
M Hartnell
S Hawkins (Chair)
V Johns
G Jung

J Rowland

Councillors also present (for some or all the meeting)

P Faithfull
S Gazzard
N Hookway
P Millar
A Moulding

LED Leisure representation:

Peter Gilpin, CEO LED Leisure
Bridgette Jones, Director of Finance LED Leisure
Jamie Bryant, Director of Delivery LED Leisure
Nigel Halford, Chairman LED Leisure

Strategic Leisure (consultants)

Liz Taylor
Rachel Fowler

Officers in attendance:

Tim Child, Service Lead - Place, Assets & Commercialisation
Simon Davey, Strategic Lead Finance
John Golding, Strategic Lead Housing, Health and Environment
Charles Plowden, Service Lead Countryside and Leisure
Matthew Dickins, Planning Policy Manager
Debbie Meakin, Democratic Services Officer
Wendy Harris, Democratic Services Officer

Apologies:

Mark Williams, Chief Executive

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Report to: EDDC / LED Monitoring Forum, 27th April 2021
Subject: Phased Re-opening of Facilities and Activities Update
From: Jamie Bryant, Director of Delivery, LED Community Leisure
Date: 15th April 2021

EDDC's facilities and LED's activity programmes have been reopening under the Government Covid Roadmap, following the Prime Minister's announcement that "Step 2" could commence as planned on the 12th of April.

In order to facilitate this, the key staff required have been recalled from furlough on either a full-time or part-time, 'flexi furlough' basis from the 6th April, in order to undertake training and to prepare the facilities for reopening. Those not required at this stage remain on Furlough.

The following provides a summary of key actions to date:

Step 1 – 29th March

- Outdoor group exercise classes were and continue to be offered across the District.
- Outdoor tennis provision was re-opened at Exmouth and Seafield, this was following a small investment from the LTA into an access control system to support the revenue generation from outdoor courts.
- Vast majority of staff remained on furlough with only a small cohort returned to prepare for re-opening.

Step 2 – 12th April

The following sites re-opened to the public: -

- Exmouth Leisure Centre – health and fitness and swimming
- Exmouth Tennis Centre – health and fitness only
- Sidmouth Leisure Centre – health and fitness only
- Honiton Leisure Centre – health and fitness only
- Honiton Swimming Pool – swimming only
- Ottery St Mary Leisure Centre – health and fitness only
- Axminster Leisure Centre – health and fitness only

- Sidmouth Pool will reopen on 26th April; this delay was due to an unexpected building management system failure and a long lead-time on the parts required to repair.
- Broadclyst Leisure Centre has remained closed and re-opening is currently under review with a planned re-opening date expected in June.
- Colyton Leisure Centre has remained closed; it is planned to re-open 17th May (or in line with step 3 if later), following the relaxation of rules around group exercise.
- The Pavilion is offering some takeaway food and beverage offering in line with government guidelines for hospitality under Step 2 and will re-open with a wider offer in May under step 3, although will still be under significant restrictions.

Other points of note:

- Swimming Lessons have re-started at Exmouth and Honiton and will restart at Sidmouth on the 26th April.
- Ottery and Axminster centres are currently operating on reduced opening hours; this is under constant review subject to demand.
- Junior indoor tennis will commence from 19th April.
- Adult indoor tennis will commence from 17th May (or in line with Step 3 if later)
- All sites continue to operate within the government COVID 19 guidelines.
- Customers take up of available sessions for both gym and swimming have been very high, with many sessions selling out (accepting that the sites are operating at a reduced capacity under COVID guidelines).
- Staffing across all sites is being kept to a minimum whilst always ensuring customer and colleague safety and wellbeing. LED continues to utilise the flexi furlough scheme where appropriate.
- Customer feedback has been excellent in the first week of opening (measured via 3rd party feedback tool).

If the Government Roadmap continues according to schedule, Step 3, when further restrictions will be lifted, including the return of indoor group exercise classes, will commence no earlier than the 17th May. LED will report on progress again at the next Monitoring Forum.

Jamie Bryant, Director of Delivery, LED

Report to: EDDC / LED Monitoring Forum, 27th April 2021
Subject: LED Community Engagement / Outreach Programme, June – September 2021
From: Peter Gilpin, CEO, LED Community Leisure
Date: 15th April 2021

At the time of writing, the Community Engagement Managers are furloughed, and have been for 12 months. The full-time post of Community Engagement Manager is job-shared by Lottie Edwards and Jane Nicholls.

Lottie and Jane will be returning to work part-time under the flexi-furlough scheme in May. In liaison with Andrew Dare (LED Fitness and Wellness Manager) and Jamie Bryant (LED Director of Delivery), they will be identifying 'outreach' projects that can be started or resumed following the Coronavirus disruption and how LED can support the current EDDC Public Health Strategy.

A meeting between the above LED team and relevant EDDC officers will also be held to begin to formulate a long-term, cohesive community leisure, health and wellbeing strategy that LED can support.

LED's Outreach Programme for June – September 2021:

1. Re-start Health Referrals across East Devon (GP Referral, Cardiac Rehab, Escape Pain, Strength and Balance)
2. Work with Volunteers to establish a new set of Wellbeing Health Walks following Covid19 guidance – June/July Start
3. Promote the "Naturally Healthy May" campaign to LED members through email, social media, Health Coaches and LED's app, linking to EDDC natural environments such as Wetlands, Wild Projects and LED's outdoor activities, such as exercise classes, tennis, mini golf etc.
4. Develop a Wild Swimming project at Exmouth to start in July, in partnership with EDDC
5. Work with the Imperial Medical Centre on specific walks to target inactive people
6. Set up "Couch to 5K" 6-week running course at Exmouth LC – targeting inactive people, to build levels of fitness. If successful, to target specific age groups.
7. Promote "Wellness Week" in June to support the community – Book a Health Screening as well as potential Nutrition and Coaching Seminars.
8. NHS Health & Wellbeing Coaches – Support their clients with LED being the exercise pathway and continue to develop the "Ways2Wellbeing" social prescribing model.
9. Support new opportunities with NHS physiotherapists.

Peter Gilpin, CEO, LED Community Leisure

By virtue of paragraph(s) 3 of Part 1 of Schedule 12A
of the Local Government Act 1972.

Document is Restricted