

**CANNOCK CHASE COUNCIL**  
**MINUTES OF THE MEETING OF THE**  
**CULTURE AND SPORT POLICY DEVELOPMENT COMMITTEE**  
**TUESDAY 9 AUGUST 2011 AT 4.00 P.M.**  
**IN THE CIVIC CENTRE, BEECROFT ROAD, CANNOCK**

**PART 1**

PRESENT: Councillors

Sutton, Mrs. H.M. (Chairman)  
Morgan, C.W.J. (Vice-Chairman)

Bennett, Mrs. D.J.            Mitchell, C.  
Cartwright, Mrs. S.M.       Snape, P.A.  
Grice, Mrs. D.                Whitehouse, Mrs. L.  
Grocott, M.R.

**1. Apologies**

No apologies for absence were received.

**2. Declarations of Interests of Members in Contracts and Other Matters and Restriction on Voting by Members**

<u>Member</u>	<u>Interest</u>	<u>Type</u>
Cartwright, Mrs. S.M.	On the Management Committee of Cannock Chase Football League	Personal
Grocott, M.R.	Trustee of Rugeley Cricket Club	Personal
Grocott, M.R.	Trustee of Etching Hill Tennis Club	Personal

**3. Minutes**

AGREED:

That the Minutes of the meeting held on 15 March 2011 be approved as a correct record.

Arising from the Minutes a Member asked whether further consideration could be given to offering assistance to households on the border line of receiving benefits who were not eligible for the Concessionary Scheme. The Head of Culture, Leisure and Major Projects explained that eligibility for the Concessionary Scheme was means tested and was available more widely than to those who were in receipt of Income Support, Housing Benefit and Council Tax Benefit. Members were informed that the Committee had requested that the current Concessionary Scheme should be maintained by the selected partner who would be managing Culture and Leisure Services. It would therefore not be possible at this stage in the process to amend the Concessionary Scheme as this would alter the requirements of the ITT specification.

**4. Other item**

The Head of Culture, Leisure and Major Projects advised the Committee that a member of the public had raised a query as to why the public were to be excluded from the meeting for the presentation. He circulated copies of correspondence that had been received which detailed a number of questions from the member of the public along with the response from the Head of Culture, Leisure and Major Projects. The correspondence also outlined the reasons for the presentation being in the confidential part of the agenda. He explained that the agenda referred to the exemption under paragraph 5, Part 1, Schedule 12A, Local Government Act 1972 and asked Members to note that the other applicable exemption was under paragraph 3.

The member of the public had requested that her representations were formally noted by the Committee.

**5. Exclusion of public**

RESOLVED:

That the public be excluded from the remainder of the meeting because of the likely disclosure of exempt information as defined in paragraphs 3 and 5, Part 1, Schedule 12A, Local Government Act, 1972.

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**PART 2**

**6. Presentation on the Chase Leisure Centre Modernisation Scheme, the Selection of a Partner to manage Culture and Leisure Services and the ATP project at Cardinal Griffin School**

The Head of Culture, Leisure and Major Projects provided Members with a presentation on the three key projects in the Priority Delivery Plan- the Chase Leisure Centre modernisation scheme, the selection of a partner to manage Culture and Leisure Services and the delivery of an ATP at Cardinal Griffin Catholic High School.

**i) Chase Leisure Centre Modernisation**

Members were advised that the modernisation and refurbishment of the Chase Leisure Centre had commenced on 26 April 2011 and it was anticipated that works would be completed in July 2012. Both swimming pools would be closed during the construction period whilst the Centre itself and the Golf Course would remain open to the public. Some of the pool programme had been transferred to Rugeley Leisure Centre. The project was being managed by a Project Board with support from professional advisors and G.F. Tomlinson had been selected as the Contractor for the construction scheme. Both pools had been drained of water and full inspections of the pool tank had been completed. All asbestos had been removed and drainage surveys completed. The first floor fitness suite extension was nearing completion – this would house 150 stations. The external render colours and appearance had been based on corporate branding. Work was underway in the pool hall, golf reception and the PCT fitness area and the old wet side changing rooms had been demolished. The new entrance window frames had been installed and the window locations had been identified for the PCT fitness suite area. The fire remedial works had been completed, all internal steel had been stripped and treated and the air conditioning unit for the pool hall had been agreed.

He then updated Members on the current activities which included works on the rendering and installing the windows in first floor extension, removal of the first floor internal wall to fitness suite and work to commence on the curved roof over the entrance.

The Head of Culture, Leisure and Major Projects explained that there were a number of key issues and implications associated with the project. He commented that given the age and condition of the existing building and complexity and scale of the project a number of key potential risk areas were identified prior to the commencement of the project. He then outlined these three high risk key issues and the provisional sums that had been identified. He also informed the Committee that some contingency monies would be used to deal with a number of issues that had arisen during the construction period he then outlined these for the benefit of the Members.

**ii) Selection of a partner to manage Culture and Leisure Services**

The Head of Culture, Leisure and Major Projects updated Members on the current position with regards to the selection of a partner to manage Culture and Leisure Services. The 15 first stage submissions had been assessed against the criteria and 7 potential partners had been shortlisted. General dialogue and pension dialogue meetings had been held. The ITT including the core requirements had been published in June 2011. He then outlined the core requirements of the contract which the Committee had requested be included in order to assist in increasing participation in sport and physical activity and reduce the level of subsidy. These were as follows:

- Maintaining the Concessionary Scheme
- Local Government Pension Scheme
- Free Swimming for under 5's
- Club Protection
- Educational swimming pricing and availability
- Level of opening times to remain the same
- Investment in fitness suite

Members were then provided with details of the 7 shortlisted contractors. The Head of Culture, Leisure and Major Projects explained that there were a number of key issues and implications relating to the process and these included issues regarding the buildings, pensions and utilities. Members were advised that the timetable was as follows:

- Submission of bids by 22 August with evaluation during August/September
- Site visits to be undertaken in September
- TUPE mobilisation period during August/September (needs 2/3 months so anticipated start date of contract is likely to be 1 January 2012).

### **iii) Delivery of an ATP at Cardinal Griffin School**

With regard to the ATP at Cardinal Griffin School the Head of Culture, Leisure and Major Projects advised that Design and Build Contractor had been appointed in November 2010 and the planning application had been submitted in December 2010. Planning consent (with conditions) was granted in February 2011 and the Football Foundation Bid for funding was submitted in April 2011. The Football Foundation had approved the funding subject to the removal of the planning condition regarding lighting and adequate funding for the project. A planning application with a lighting assessment report was submitted in August 2011 and would be considered by the Planning Control Committee in September 2011. A meeting with school/partners/contractor and Football Foundation was to take place during August 2011.

The key issues relating to VAT implications, Football Foundation funding and Planning obligations were outlined for the benefit of Members.

Following this, the Head of Culture, Leisure and Major Projects informed Members that, with regards to the selection of a partner to manage Culture and Leisure Services, site visits of the 7 shortlisted contractors had been arranged for Friday 16 September, Saturday 17 September, Monday 19 September and Tuesday 20 September. A group of Officers and Members would be undertaking the visits and it was anticipated they would last all day. The Committee was advised that the same Members must attend all the site visits in order that they could compare the potential partners and be in the best position to select a preferred partner. It was agreed that Members would advise the Head of Culture, Leisure and Major Projects or the Corporate Director by the end of next week if they wished to attend the site visits. The Head of Culture, Leisure and Major Projects advised that, in addition to the site visits, Members would be receiving a presentation from each of the preferred

partners as well. The Culture and Sport Portfolio Leader advised that it was not essential for Members to attend the site visits as they would be receiving feedback from Officers on the site visits. It was anticipated that the Member presentations would be held between 21-23 September. It was agreed that the Corporate Director and/or Head of Culture, Leisure and Major Projects would agree the most convenient date with the Chairman and Members would be advised accordingly. A Member suggested that those Members and Officers who attended the site visits should ensure they spoke to the public to seek their views on the potential partners.

Members noted that the Committee would receive feedback on the outcome of the scored evaluations and moderation of bids and be advised of the identity of the preferred partner including the reasons why the preferred partner had been selected. This would occur prior to notifying the selected partner.

With regards to performance within the Priority Delivery Plan the Committee noted that the Chase Leisure Centre modernisation scheme was currently classed as "Green" and was on budget with a three week delay. However, the contractor was considering working weekends to get back on track. The project to select a partner to manage Culture and Leisure Services was also classed as "Green" and was on budget and running to timetable. The ATP project at Cardinal Griffin School had a number of unresolved issues and was therefore was classed as "Amber".

The Committee were then shown a number of photographs showing the "pre work" and "in work" stages at the Chase Leisure Centre.

Members requested that their thanks be passed onto the staff at the Leisure Centre for continuing to work during the construction period.

In response to a query from a Member, the Head of Culture, Leisure and Major Projects confirmed that the reference to the PCT fitness suite within the presentation would be amended on future presentations to the health and physical activity suite.

The Culture and Sport Leader informed the Committee that following correspondence in recent editions of the Chase Post a press statement had been issued advising that everyone, including dog walkers, golfers and members of the public were entitled to use the Golf Course as it was a public open space.

AGREED:

- (A) That the presentation be noted.
- (B) That Members advise the Head of Culture, Leisure and Major Projects or the Corporate Director should they wish to attend the site visits of the shortlisted potential partners.
- (C) That the Corporate Director and/or Head of Culture, Leisure and Major Projects liaise with the Chairman to agree the most convenient date for the presentations from the shortlisted potential partners and Members of the Committee be advised accordingly.

The meeting closed at 5.45pm.

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CHAIRMAN

