

## **AGENDA ITEM NO 12**

**TITLE:** **Review of the Council's Sports and Health Development Function**

Committee: Community and Environment Committee

Date: 8<sup>th</sup> May 2014

Author: Principal Community and Leisure Officer

[N286]

### **1.0 ISSUE**

- 1.1 Members are asked to agree the Terms of Reference and timetable for a review of the Council's Sports and Health Development Function.

### **2.0 RECOMMENDATION**

Members are requested to:-

- (i) To approve the Terms of Reference and timetable for a review of the Council's Sports and Health Development function as set out in Appendix 1 and 2.
- (ii) To note the Stage 1 Report as detailed in Appendix 3.

### **3.0 BACKGROUND/OPTIONS**

- 3.1 Members will be aware that at the last Community and Environment Committee on 4<sup>th</sup> March 2014, a paper was presented setting out options regarding the future of the Council's sports and health development function, based on the findings of a Root and Branch review undertaken by East of England Local Government Association.
- 3.2 Members supported Option 2 to instigate a review of the sports and health development function for completion within 9 months. They also appointed Councillors Richard Hobbs, Kevin Ellis and Hazel Williams, MBE, to the Service Review Panel.
- 3.3 Officers were instructed to write a Terms of Reference and Stage 1 report for agreement at this Committee.
- 3.4 Set out in Appendix 1 are the Terms of Reference; at Appendix 2 the timetable for undertaking the service review, and Appendix 3 has the Stage 1 report and programme for consultation.

### **4.0 FINANCIAL IMPLICATIONS/EQUALITY IMPACT ASSESSMENT**

- 4.1 The review will consider all financial implications for the Council related to the Sports and health development function.

4.2 Equality Impact Assessment (INRA) will be undertaken at the final report stage.

5.0 **APPENDICES**

5.1 Appendix 1 – Terms of Reference

5.2 Appendix 2 – Timetable of Review

5.3 Appendix 3 – Stage 1 Report

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<b><u>Background Documents</u></b>	<b><u>Location</u></b>	<b><u>Contact Officer</u></b>
None	Room FF103 The Grange Ely	Allison Conder Principal Leisure and Community Services Officer (01353) 616374 E-mail: <a href="mailto:allison.conder@eastcambs.gov.uk">allison.conder@eastcambs.gov.uk</a>

## **TERMS OF REFERENCE FOR SERVICE REVIEW OF THE SPORT AND HEALTH DEVELOPMENT FUNCTION**

### **1.0 Aim of the Review**

- 1.1 To identify options for rationalising and/or retaining the sport and health development functions currently provided by the Council.
- 1.2 To assess the staffing requirements into 2014/15 for the options identified.

### **2.0 Review Team**

- (i) Councillor Richard Hobbs (Majority group rep and Chair Community and Environment Committee)
- (ii) Councillor Kevin Ellis (Majority group rep)
- (iii) Councillor Hazel Williams (Minority group rep)
- (iv) Liz Knox (ECDC Lead for Preventative Health)
- (v) Allison Conder (ECDC Lead for Sport and Leisure)

### **3.0 Expected Outcomes of the Review Policy**

#### **Policy**

Policy will depend on the outcome of the review, but could include:-

- (i) Defined principles of why we are a partner organisation in delivering particular sport development and preventative health outcomes in the District.
- (ii) Defined priorities and objectives for the Council around the sport development and physical activity.
- (iii) Defined priorities and objectives for supporting leisure facilities
- (iv) Defined priorities and objectives around the preventative public health agenda
- (v) An assessment of the resources (time and financial) required to support the policy, and details of how the staffing requirement will be met.

#### **Performance/Operation**

- (i) Review of the scope, focus and resourcing of sport development and preventative health services in neighbouring District Council's
- (ii) Review and examine in more detail the options, risk assessments and recommendations of the Deep Dive Report undertaken by East of England Local Government Association (EELGA)
- (iii) Identify if there are any additional options not considered by EELGA.
- (iv) Undertake public and key stakeholder consultation on the options.
- (v) Review the findings of the Leisure Facility Strategic Needs Assessment work.

## Resources

- (i) Achievement of efficiency or value for money service provision.
- (ii) Consideration of partners contributions (staff and financial).

**SERVICE REVIEW OF THE SPORT AND HEALTH DEVELOPMENT FUNCTION****Timetable**

Community & Environment Committee  8 <sup>th</sup> May 2014	<ul style="list-style-type: none"> <li>• Terms of Reference</li> <li>• Stage One Report</li> </ul>
May 2014	<ul style="list-style-type: none"> <li>• Commission the two stages of the Leisure Facility Strategic Needs Assessment work</li> </ul>
Review Group meeting  June 2014	<ul style="list-style-type: none"> <li>• Review EELGA's Deep Dive Report and options identified</li> <li>• Review sports and preventative health services currently provided by neighbouring Districts Councils and any changes being planned by them</li> <li>• Agree any further evidence required to enable full consideration of potential options for sport development, physical activity and preventative health</li> </ul>
Review Group meeting  End July 2014	<ul style="list-style-type: none"> <li>• Review the initial findings from the Stage 1 Ely Leisure Facility Strategic Needs Assessment</li> <li>• Review further evidence and identify/discount options for sport development, physical activity and preventative health to take out for wider consultation</li> <li>• Agree consultation timetable and stakeholders</li> </ul>
Sept - Oct 2014  8 weeks	<ul style="list-style-type: none"> <li>• Public and stakeholder consultation on agreed options for sport development, physical activity and preventative health</li> </ul>
Review Group meeting  Nov 2014	<ul style="list-style-type: none"> <li>• Consider consultation responses and agree a model to recommend to Committee for approval</li> <li>• Consider the findings of the Stage 2 District-wide Leisure Facility Strategic Needs Assessment, and identify options requiring further consultation with leisure facilities</li> <li>• Undertake any required consultation with existing facilities</li> </ul>
Committee	<ul style="list-style-type: none"> <li>• Stage Two Report</li> </ul>

January 2015

- Implementation Plan

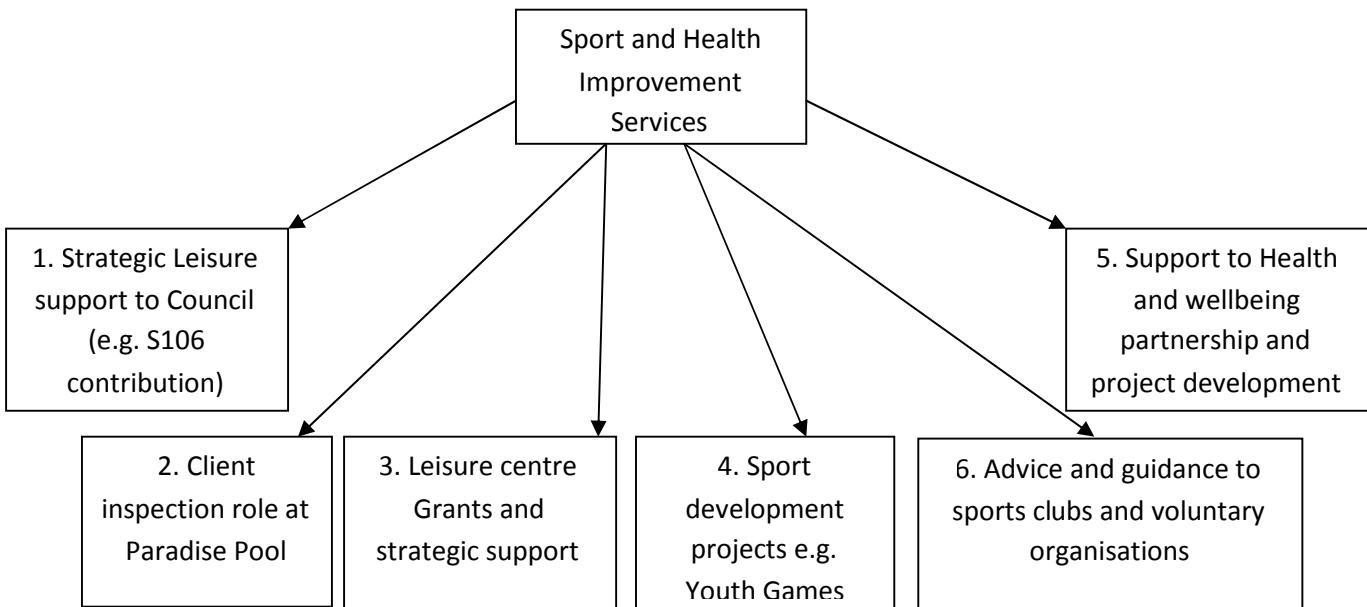
**SERVICE REVIEW OF – STAGE 1**

**1. Introduction**

- 1.1 Sport and Health Services are not statutory requirements for the District Council, but the Council currently provides officer time, member support and financial resources for delivery against some key priorities in a four year Sport and Physical Activity Strategy, and in support of preventative health priorities identified by the Local Health and Well Being Partnership. The object of the sport and preventative health functions are to support the creation of healthy and prosperous communities; key priorities under the Well-served and Well connected theme of the Strategy for Sustainable Communities in East Cambridgeshire 2011-31.
- 1.2 In October 2013, EELGA was commissioned by the Council to undertake a series of ‘deep dive’ reviews to inform a review of services and staffing. The deep dive review for Sport and Leisure Services, focussed on four key areas:-
  1. Potential for rationalisation of current team structure (roles and responsibilities)
  2. Local analysis and evidence of outcomes on improving participation and health and well being
  3. Sports and leisure grants
  4. Appraisal of Commissioning Model
- 1.3 Community and Environment Committee on 4<sup>th</sup> March 2014 Members considered the recommendations of the ‘deep dive’ review and requested a service review of sport and health improvement, in line with the recommendations of the EELGA ‘deep dive’ review, for completion within 9 months. The review is tasked with looking at any opportunities for closer partnership working; rationalisation of current grants programme; and utilisation of the Facilities Planning Model to consider stock rationalisation.

**2. Description of Service**

- 2.1 The EELGA defined the scope of sport and health improvement services within the ‘deep dive’ review as set out in the diagram below:-



- 2.2 The approved expenditure budgets in place for sport and health for 2013/14 £304,331. This includes £252,196 for the contracted out service for the management contract for the operation of Paradise Pool.
- 2.3 The Council provides some cross-departmental administrative, project management and senior management support for delivery and governance of the Local Health and Wellbeing Partnership. A dedicated Sport and Health Development Officer post, and a proportion of a Principal post and Project Officer post, also deliver activities 1, 2, 3, 4 and 5. In total, there is £112,326 salary costs associated with delivery of the sport and health functions.

### 3. Links to Corporate Objectives and Strategic Policy

- 3.1 The table below links the service to the Council Corporate Objectives agreed by the Policy and Resources Committee on 5th February 2008.

<b>Corporate Objective</b>	<b>Service Objective</b>
To run an efficient and effective Council to deliver best value for our residents	Sport and health services work in partnership wherever possible to maximise the impact of the Council's resources.
To build the foundations for the growth of East Cambridgeshire's economy by supporting job and wealth creation, while improving the quality of life and the environment	Sport and health services aim to provide an accessible infrastructure for the growing population of East Cambridgeshire to adopt active and healthy lifestyle and to reduce health inequalities and preventable diseases.

#### **4. Resources**

- 4.1 The approved budget for the Sport and health functions in 2013/14 is £398,389, broken down as follows:-

<b>SR001 Sport and Leisure budget</b>	
Salaries	£102,567
Expenditure	£52,135
Income (Moorings)	-£6,170
<b>Total SR001</b>	<b>£148,532</b>

<b>PO001 Paradise Pool budget</b>	
Salaries	£9,759
Expenditure	£252,196
Income (Lease)	-£12,098
<b>Total PO001</b>	<b>£249,857</b>

#### **5. Expected Outcomes of the Review**

##### **Policy**

Policy will depend on the outcome of the review, but could include:-

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- (ii) Defined priorities and objectives for the Council around the sport development and physical activity.
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##### **Performance/Operation**

- (i) Review of the scope, focus and resourcing of sport development and preventative health services in neighbouring District Council's
- (ii) Review and examine in more detail the options, risk assessments and recommendations of the Deep Dive Report undertaken by East of England Local Government Association (EELGA)
- (iii) Identify if there are any additional options not considered by EELGA.
- (iv) Undertake public and key stakeholder consultation on the options.
- (v) Review the findings of the Leisure Facility Strategic Needs Assessment work.

## Resources

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### 6. Consultation

- 6.1 It is anticipated that the two stages of the Leisure Facility Strategic Needs Assessment work will include consultation with key stakeholders in relation to built facilities. In addition, further consultation public and key stakeholder consultation will be undertaken on agreed options in relation to the sport development, physical activity and preventative health elements of the review. The precise nature of this consultation will be developed as issues, options and improvements are identified during Stage 2 of the review.
- 6.2 The outcomes of this consultation and feedback will be detailed in the final report to Committee on January 2015.