

TERMS OF REFERENCE

Review Title: Leisure Partnership Review

Review Background & Purpose

The purpose of the review is to consider the Council's Leisure partnership with Aquaterra and propose options for improvement. Although the partnership is less than 12 months old, it has created significant local interest from community groups some of whom have been adversely affected by changes to service provision. Others, such as gym users and those wishing to swim on an "ad hoc basis" have benefited.

The review is being undertaken by the Corporate Issues and Partnerships (CIP) Overview and Scrutiny Panel, with involvement as appropriate from the Education, Youth Culture and Leisure (EYCL) O&S Panel. The EYCL panel originally scheduled this review for the summer of 2004, but other priorities such as school reviews have prompted an earlier review by the CIP panel.

The O&S Toolkit lists 9 different types of work. This review is work type D: Responding to key community issues and H: Evaluating the impact of Council and or Council Executive decisions and policies.

Objectives

The objectives of the review are to:

- understand the leisure partnership agreement, and how it is being delivered, paying particular attention to the effectiveness of:
 - i. consultation with users with particular concerns
 - ii. service provision to meet the needs of specific groups
- examine what opportunities exist to improve its application and delivery, within the context of the Council's objectives and priorities and wider community and leisure issues
- Identify learning points with regard to effective partnerships that may inform any future Council Partnership arrangements

Scope

To achieve its objectives, the Panel will:

- consider the background to the agreement, Council decisions, reasons and process, and the agreement content
- receive the views of the partners to the agreement – the Council's Executive Member for Tourism, Leisure and Culture, relevant Council officers and Aquaterra
- Consider contract management, relations with the media and public and public perception of the Council's leisure services
- Consider the views of consultees (to be agreed by the Chairs of the panels) as necessary
- Hold panel meetings to gather evidence and public panel meetings to discuss and consider the recommendations and action plans arising from the review.

Outputs of this Review

- The Panel's recommendations and findings will be used to inform the Executive Member in order that she may improve the performance of the Council's leisure partnership
- There may be recommendations regarding contract and media management which will benefit other Council services.

Constraints

- The review will be managed within the budget available to the Panel and in accordance with the Bath & North East Somerset Council Overview and Scrutiny project management processes.
- The agreement is legally binding for 10 years with a 5 year extension option; variations are therefore limited those mutually agreeable according to agreement terms and conditions

Resources available

- Resources available from the services engaged in the review are limited to some degree as leisure staff are now employed by Aquaterra. However these officers are particularly relevant: Peter Rowntree, Operations Director, Matthew Smith, Head of Leisure and Amenity Services, Alison Baker, Leisure Manager, Mike Carne, O&S Projects Manager, Giles Oliver, Operations Finance Manager, Amanda Brookes, Legal Manager. And from Aquaterra: Tim Ridley, Contracts Manager, Mary Brown, Marketing Manager
- Panel members, particularly from CIP and EYCL panels
- Democratic Services support for public meetings
- 2 days per week support from O&S Projects Manager

Risks

- The review is being undertaken over a 3-6 month time frame, and will require officer input in addition to "business as usual" operations. A more thorough review may cause a delay to this schedule.
- A risk analysis is also available

Outline Project Plan

Date	Stage
4.30pm 11 th March 2004	Public meeting to review and agree terms of reference & outline plan
2:00pm 13 th April 2004	Public Meeting - Presentation and discussion to understand background and content of agreement
4:00pm 20 th May 2004	Public meeting to consider evidence from partners and consultees
4:45pm 29 th July 2003	Public meeting to consider conclusions and recommendations