

**Leisure Partnership Board
 Monday 23 January 2017, 2:00pm to 4:00pm**

Oxford Ice Rink

Attendees:		Initials:	Project Role
Ian Brooke (Chair) Councillor Linda Smith Councillor Tom Landell-Mills Lucy Cherry Francois Smit Andre Thomas Mike Harrison Julia Burson Sally Culmer Lauren Peirce Olivia Buckingham Sarah Burrows		IB LS TLM LC FS AT MH JB SC LP OB SB	Head of Service, Community Services Board Member for Leisure, Sport & Events Shadow Board Member for Leisure, Sport & Events OCC Leisure and Performance Manager Fusion Oxford Divisional Business Manager Fusion Regional Business Manager Fusion Business Development Manager Fusion Sports & Community Development Manager Health Representative Young People Representative Young People Representative Children, Education and Families – Oxon County Council
Apologies for absence:		Tim Sadler (TS) OCC Director Community Services Natalie Oakley (NO) Community Centre Operations Officer Tim Mills (TM) Fusion Director of Business Development Margaret Simpson (MS) Older People Representative Sandra Kotzor (SK) User Group representative.	
Item no:	Item Discussion:		Action(s):
	Previous Minutes		
1	1.1 Fusion completed a review of member uptake from Temple Cowley Pool users. Leavers were contacted and a promotional discounted offer was made available for returning members.		Note
	1.2 Previous minutes agreed.		Note
	Partner round up		
	2.1 OCC update <ul style="list-style-type: none"> Update given by IB. JB & MH were thanked for their and Fusion's contribution to the OCC Sport and Physical Activity Team achievement of Quest – Active Communities accreditation (Quest is the UK quality award scheme for Sport and leisure). The OCC team and delivery is seen as one of the top performing organisations nationally. 		Note Note Note
2	2.2 Fusion Divisional update <ul style="list-style-type: none"> Update given by MH. Fusion to provide an evaluation update on 1.1 (re-engaging historic members) at the next meeting. Maximum charges for the new 3G pitch at Leys Pools and Leisure Centre were proposed as £42.50 peak & £30.00 off peak, which is currently in line with those for the sports hall. Fusion to send their offer proposal for Community, Educational local club users to LC. Principle agreed to have inclusive use of the 3G pitch with more innovative and diverse programming. Programme development opportunities to be thought through and presented back at the next meeting. Fusion will be rolling out the Exercise on Referral product, mid-2017. They are looking to encourage Clinical Practitioners to be more active from the 		Note MH MH JB / MH

<p>start of the rollout.</p> <ul style="list-style-type: none"> • Suggestion from SB of the opportunity for Fusion to engage with the School Head Partnership group/ meetings. 	<p>Note</p> <p>MH/ JB</p>
<p>2.3 Fusion corporate update</p> <ul style="list-style-type: none"> • Update given by FS. • Fusion are completing a trial in another contract to support reception bottle necks (attendance & telephone contact) at peak times. This forms the principal of a self-service option and one-point call centre contact. • On-Line booking statistics to be sent to LC. 	<p>Note</p> <p>Note</p> <p>FS</p>
<p>2.4 Fusion Sports & Community Development update</p> <ul style="list-style-type: none"> • Update given by JB. 	<p>Note</p>
<p>2.5 Spires Sport and Fitness update</p> <ul style="list-style-type: none"> • Update given by JB. 	<p>Note</p>
<p>2.6 Health Update</p> <ul style="list-style-type: none"> • Update given by SC. • Pilot of a healthier vending machine in progress at Leys Pools and Leisure Centre. Product placement and type has been considered and implemented. Fusion working with on further product mapping with their vending provider. Public Health collateral is being used to help educate customers with healthier choice options. • Fusion are also giving consideration to healthier options as part of a renewal of food and beverage contract coming to an end with their providers, Dec 2017. • Fusion to promote and link up Public Health England campaigns on Oxford facility web pages (i.e. Change for Life, SMOKEFREE, etc.). 	<p>Note</p> <p>Note</p> <p>Note</p> <p>MH</p>
<p>2.7 Older People Update.</p> <ul style="list-style-type: none"> • Update provided on behalf of MS by LC. • Oxford 50+ Network was awarded funding from OCC to organise an Older Peoples' Information Fair as part of the Barton Healthy New Town project. • Fusion will be running a health check and information stall and offered to run a taster session at Older Peoples Information Day. 	<p>Note</p> <p>Note</p> <p>Note</p>
<p>2.8 User Representative Updates.</p> <ul style="list-style-type: none"> • Leisure facility User Group meeting notes/ minutes were circulated with meeting papers. • Ferry Leisure Centre opening times for the learner pool explained. Agreed that Fusion continue with the policy of keeping pool covers on, with the addition of ensuring that signage is provided highlighting to customers the opportunity to request that the covers are removed so they may use the pool before 8:45am. Alongside improving education of the staff team of this initiative. • Fusion to also develop the programme offer to increase participation during off peak times. • Showers in the Ferry Leisure Centre village changing room take 2-3 seconds before hot water comes through. Technicians have investigated, no faults were identified and facility staff have received few complaints. Recent feedback suggests that the temperature is cooler for sustained periods of time, which suggests further investigation is required. • Staff presentation during breaks periods at Ferry Leisure Centre to be improved. 	<p>Note</p> <p>MH</p> <p>JB/ MH</p> <p>MH</p> <p>MH</p>

	<p>2.9 Spires Sport and Fitness performance</p> <ul style="list-style-type: none"> • Update provided by JB. <p>2.10 Early Intervention Update (County)</p> <ul style="list-style-type: none"> • Update provided by SB. 	<p>Note</p> <p>Note</p>
3	<p>Engagement feedback from our Young People</p> <p>3.1 Engagement work, presentation and hand-outs by LP and OB congratulated by the Board.</p> <p>3.2 Key opportunities for Fusion to take forward following the young people feedback include improving:</p> <ul style="list-style-type: none"> • Awareness of the Bonus Concessionary membership offer • Awareness of the OCC funded free swim session and leisure offer. • Use of social media applications to engage young people in the offers and facilities. <p>Fusion to provide an update at the next meeting on what has changed following this feedback.</p> <p>3.3 LP and OB to engage with students at Cheney and Cherwell Schools and provide an update at the next meeting.</p>	<p>Note</p> <p>Note</p> <p>MH/ JB</p> <p>LP/ OB</p>
4	<p>2017/18 Annual Service Plan</p> <p>4.1 Additional recommendations for the plan have separately to the meeting been discussed, explained and agreed.</p> <p>4.2 Agreement from the Board that Fusion's 2017/18 Annual Service plan is recommend to the OCC City Executive Board for adoption.</p>	<p>Note</p> <p>LC</p>
6	<p>AOB</p> <p>6.1 Facility User Group representatives to be engaged and invited to attend future meetings. Availability to attend (times) to be understood and shared with LC to attempt to accommodate attendance.</p> <p>6.2 Agreed to brand Hinksey Heated Outdoor Pool as 'Hinksey Lido'.</p> <ul style="list-style-type: none"> • OCC Communications team to be informed. • Fusion to progress the 2017/18 season collateral and present to LC and OCC Communications Team for sign off. • Fusion to engage with the local historian to demonstrate the history of the facility. 	<p>MH</p> <p>Note LC</p> <p>MH</p> <p>MH</p>
7	<p>Developments</p> <p>7.1 Horspath Sports Park update provided by IB</p>	<p>Note</p>
8	<p>Next meeting key agenda focus:</p> <ul style="list-style-type: none"> • 2016/17 Annual performance review • Carbon and Environmental management. 	<p>Note</p>
<p>Next Meeting: 23 January 2017, Oxford Town Hall (Plowman Room), 3:00pm to 5pm</p>		