

Leisure Partnership Board

Monday 17 July 2017 6:00pm to 8:00pm
Oxford Ice Rink

Attendees:	Initials:	Project Role
Ian Brooke (Chair) Councillor Linda Smith Councillor Liz Wade Lucy Cherry Lauren Peirce Olivia Buckingham Margaret Simpson Philippa Muir Trudy Colwell Mike Harrison Mark Munday Julia Burson Gurpreet Dulay	IB Cllr LS Cllr LW LC NO LP MS PM TC MH MM JB GD	Head of Service, Community Services Board Member for Leisure, Sport & Events Deputy Shadow member for Leisure, Sport & Events OCC Leisure and Performance Manager Young People representative Young People representative Older People Representative Hinksey heated Outdoor Pool & Leys Pools & Leisure Centre User representative Barton Leisure Centre User representative Fusion Divisional Business Manager Fusion Oxford Contract Manager Fusion Sports & Community Development Manager OCC Internal Auditor (BDO)
Apologies for absence:	Tim Sadler (TS) OCC Director Community Services Natalie Oakley (NO) Community Centre Operations Officer Councillor Tom Landell-Mills (Cllr TM) Richard Kuzaira (RK) Health Representative Sally Culmer (SC) - Health Representative Tim Mills (TM) Fusion Director of Business Development	
Item no:	Item Discussion:	Action(s):
1	Previous Minutes	
	1.1 IB working Mark Jaggard (OCC) to reflect on how walking and cycle routes can be incorporated through planning policy and spatial development.	Note
	1.2 Fusion have increased the number of parasols for shading at Hinksey heated Outdoor Pool. These are available at no cost to customers.	Note
	1.3 Previous minutes and updates agreed.	Note
2	Partner round up	
	2.1 OCC update	
	<ul style="list-style-type: none"> Update provided by IB and Cllr LS An interim Chief Executive is now in post (Gordon Mitchell), and is prioritising work for external OCC affairs. Oxfordshire County Councils Unitary bid has been quiet during the reporting period. The OCC Sport & Physical Activity team has been shortlisted for the Association of Public Service Excellence awards 2017 (Best team - Tennis Investment programme). OCC has also been shortlisted as Council of the year. Consultation is taking place on the Oxford Local Plan 2036 Preferred Options. Web page link to be circulated with the minutes. Consideration to future use of warehouse units to support greater flexibility for leisure use or club provision is included. 	Note Note Note Note
	2.2 Older People Update.	Note
	<ul style="list-style-type: none"> Update provided by MS. The 50+ Network was successful in their small grant bid (£400) to support delivery of the Older People Day in 	Note

	<p>October 2017.</p> <ul style="list-style-type: none"> • Intergenerational links for the Older People Day are taking place with Oxford Academy and Headington Girls School, including videos to go onto the OCC website. • Fusion will be attending the Older People Day, offering activities and promotion of opportunities and membership offers. • Suggestion made to engage with Older People to understand leisure and wellbeing needs and wants from facilities. <p>2.3 User Representative Updates.</p> <p><u>Hinksey & Leys Pools and Leisure Centre</u></p> <ul style="list-style-type: none"> • Update provided by PM. • A successful quarterly User Group meeting took place in the period. Users feel more involved and communication to that general communication has improved with customers overall. • The pre-booking application has been received well as well as the session/ timetable amendments. • A new board explaining the history of the Hinksey facility history is now in place. • A very successful event held at Hinksey in partnership with OCC and Fusion as part of the Oxford Green Week. Approximately 500 swimmers took opportunity for an evening swim combined with lighting and music. • Users are keen and encouraged more events to take place at Hinksey. With due consideration of effective communication with local residents. • Hinksey Users are also encouraging Fusion to work more with public transport providers. <p><u>Barton Leisure Centre</u></p> <ul style="list-style-type: none"> • Update provided by TC. • Users are requesting an earlier opening time for week day swimming and exercise classes. Fusion to consider a 6am opening time. • Repair and maintenance issues raised and noted. Fusion to complete rectification actions as a priority. • Re-launch of the Barton User Group meeting has been welcomed. • 10 year birthday celebration event to be taken forward by Fusion. <p>2.4 Young people representative updates.</p> <ul style="list-style-type: none"> • Update provided by LP and OB. • LP & OB presented a proposed questionnaire to take to Young People (July to Sep 17) to help inform future provision at leisure facilities. Several suggestions offered to help gain robust feedback. Questionnaire to be amended to reflect the feedback. • Results of the engagement to be presented at the October 2017 Board. • LP provided an update on promotion for the OCC funded targeted fee swimming lesson and free swimming sessions (for those Under 17 years of age, living in the City). 	<p>Note</p> <p>Note</p> <p>LC</p> <p>Note</p> <p>Note</p> <p>Note</p> <p>Note</p> <p>MH / MM</p> <p>MH/ MM</p> <p>Note</p> <p>MH/ MM</p> <p>Note</p> <p>MH/ MM</p> <p>Note</p> <p>MH/ MM</p> <p>Note</p> <p>LP/ OB</p> <p>LP/ OB</p> <p>Note</p>
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	<p>Opportunities suggested to be included, where possible, in the Communications plan being created for this initiative.</p> <p>2.5 Fusion Divisional update</p> <ul style="list-style-type: none"> Update provided by MH. <p>2.6 Fusion corporate update</p> <ul style="list-style-type: none"> Update provided by MM. <p>2.7 Fusion Sports & Community Development update</p> <ul style="list-style-type: none"> Update provided by JB. <p>2.8 Spires Sport and Fitness update</p> <ul style="list-style-type: none"> Update provided by JB. 	<p>LP</p> <p>Note</p> <p>Note</p> <p>Note</p> <p>Note</p>
3	<p>OCC Objectives and priorities for leisure, 2018/19</p> <p>3.1 <u>Priorities to include:</u></p> <ul style="list-style-type: none"> Fusion to get the basics right (i.e. systems & procedures; Repairs & Maintenance; Data gaps & analysis focus; Data for visits and demographics of those from priority areas). Horspath Sports Park. Childcare provision at Ferry Leisure Centre. Pop Up taster sessions in communities to further reduce barriers to participation. Improve liaison and communication to local communities and residents. Adding value to loyal memberships/ membership offers. Further develop facility User groups. Engage with those who are inactive. Increase campaigns. <p>3.2 <u>Next steps for Fusions 18/19 Annual Service Plan (Plan):</u></p> <ul style="list-style-type: none"> Fusion proposals to be taken to the November 17 Client Performance meeting for review. Fusions draft Plan to be taken to the January 2018 Leisure Partnership Board for final comment and recommendation for endorsement to the OCC City Executive Board. OCC report to be taken the City Executive Board recommending endorsement of the Plan, May 2018. 	<p>MH/ MM</p> <p>Note</p>
4	<p>Fusion Fees & Charges proposals, 2018/19</p> <p>4.1 Introduction and background to the contractual agreement provided.</p> <ul style="list-style-type: none"> OCC retain control over core pricing. Fees & Charges principal for maximum charges to not increase above Retail Price Indexation. Consideration given and proposal agreed to amend the Bonus Concessionary offer to oxford city residents only. <p><u>Next steps for Fusions 2018/19 Fees and Charges proposals:</u></p> <ul style="list-style-type: none"> Fusion proposals taken at the September 2017 Client Performance meeting for review. Fusions proposals taken at the October 2017 Leisure Partnership Board for final comment and recommendation for endorsement to the OCC City Executive Board. Proposals submitted as part of the OCC Budget 	<p>Note</p> <p>Note</p> <p>Note</p> <p>Note</p> <p>Note</p> <p>Note</p>

