

## Leisure Partnership Board

**Monday 23 October 2017 6:00pm to 8:00pm**

**Rose Hill Community Centre**

<b>Attendees:</b>	<b>Initials:</b>	<b>Project Role</b>
Lucy Cherry (Chair) Councillor Linda Smith Lauren Peirce Olivia Buckingham Margaret Simpson Philippa Muir	LC Cllr LS NO LP MS PM	OCC Leisure and Performance Manager Board Member for Leisure, Sport & Events Young People representative & Minutes Young People representative Older People Representative Hinksey heated Outdoor Pool & Leys Pools & Leisure Centre User representative
Francois Smit Mark Munday Julia Burson	FS MM JB	Fusion Sports & Partnerships Group Manager Fusion Divisional Business Manager Fusion Sports & Community Development Manager
<b>Apologies for absence:</b>	Tim Sadler (TS) OCC Director Community Services Ian Brooke (IB) Head of Service, Community Services Councillor Tom Landell-Mills (Cllr TM) Deputy Shadow member for Leisure, Sport & Events Trudy Colwell (TC) Barton Leisure Centre User representative Richard Kuzaira (RK) Health Representative Sally Culmer (SC) - Health Representative Tim Mills (TM) Fusion Director of Business Development Graham Ashby (GA) Oxford Fusion Contract Manager	
<b>Item no:</b>	<b>Item Discussion:</b>	<b>Action(s):</b>
<b>1</b>	<b>Previous Minutes</b>  <b>1.1</b> LC to describe at the next meeting how Community Services support key delivery agendas through their Lead Officers Forum.  <b>1.2</b> Previous minutes and updates agreed.	<b>LC</b>   <b>Note</b>
<b>2</b>	<b>Partner round up</b>  <b>2.1 OCC update</b> <ul style="list-style-type: none"> <li>Update provided by LC</li> <li>Gordon Mitchell is now in post as OCC Chief Executive for the next 3 years (until 2020).</li> <li>Councillor Bob Price will be stepping down, May 2018.</li> <li>The new Council funded Quarry Sports Pavilion opening is taking place on Friday 28 October 2017.</li> </ul> <b>2.2 Older People Update.</b> <ul style="list-style-type: none"> <li>Update provided by MS</li> <li>44 organisations were involved in the Older People's Day, with an estimated 500 people attending. Over all,</li> </ul>	<b>Note</b>  <b>Note</b>  <b>Note</b>  <b>Note</b>

	<p>the event was successful.</p> <p><b>2.3 User Representative Updates.</b></p> <p><u>Hinksey &amp; Leys Pools and Leisure Centre</u></p> <ul style="list-style-type: none"> <li>Update provided by PM</li> </ul> <p><b>2.4 Young people representative updates.</b></p> <ul style="list-style-type: none"> <li>Update provided by LP and OB.</li> <li>An update was provided for the engagement work with young people through Youth Ambition sessions. There may be possibility for Fusion staff to attend future OCC led Youth Ambition sessions to speak about career choices and encourage applications for employment &amp; apprenticeships. OB &amp; LP to progress and update at the next meeting.</li> <li>LP provided an update on the Social Media Campaign being delivered for Council funded free swimming lessons and sessions in Oxford facilities. Agreement that Fusion and OCC to retweet and share social media posts in partnership.</li> </ul> <p><b>2.5 Fusion Divisional update</b></p> <ul style="list-style-type: none"> <li>Update provided by MM.</li> <li>A request was made for more variety of junior programmes. Fusion to reflect and update at the next meeting.</li> <li>Fusion are developing Leisure Professional Roles to further enhance employment opportunities and apprenticeships in Oxford facilities.</li> <li>GA to partner up with the OCC Youth Ambition team to promote career opportunities in schools and at youth clubs.</li> <li>Introductions to be made between Fusion and the OCC Communities Team Locality officers.</li> </ul> <p><b>2.6 Fusion corporate update</b></p> <ul style="list-style-type: none"> <li>Update provided by MM.</li> </ul> <p><b>2.7 Fusion Sports &amp; Community Development update</b></p> <ul style="list-style-type: none"> <li>Update provided by JB.</li> </ul> <p><b>2.8 Spires Sport and Fitness update</b></p> <ul style="list-style-type: none"> <li>Update provided by JB.</li> </ul>	<p><b>Note</b></p> <p><b>Note</b></p> <p><b>OB &amp; LP</b></p> <p><b>Note</b></p> <p><b>LP/ Fusion</b></p> <p><b>Note</b></p> <p><b>GA</b></p> <p><b>Note</b></p> <p><b>GA</b></p> <p><b>LC</b></p> <p><b>Note</b></p> <p><b>Note</b></p> <p><b>Note</b></p>
<b>3</b>	<p><b>Presentation of the OCC Internal Audit recommendations</b></p> <p>Feedback from the Audit Committee was provided by LC. In summary:</p> <p><b>3.1 Recommendation's provided by the auditor agreed for progression:</b></p>	<p><b>Note</b></p>

	<p>3.1.1 Fusion General Managers to continue to progress Customer User Group meetings at least on a quarterly basis.</p> <p>3.1.2 Fusion to identify a Service User from each leisure facility and for them to be invited to attend the Leisure Partnership Board meetings.</p> <p>3.1.3 OCC to have improved on-line Client access to Fusions performance reporting portals.</p> <p>3.1.4 Risk analysis should be discussed and minuted at the Leisure Partnership Board meeting at least twice a year.</p> <p>3.1.5 Fusion should provide OCC with a summary document for each facilities social media activity clearly summarising the customer complaints and compliments at least twice a year.</p> <p>3.1.6 A partnership marketing campaign should be approached and delivered.</p> <p>The OCC internal auditors concluded that:</p> <ul style="list-style-type: none"> <li>• The Council has demonstrated added value for money with social value return on investment of c.£18m</li> <li>• The Leisure Partnership Board has wider service user and stakeholder representatives to inform strategic delivery.</li> <li>• Customer feedback demonstrates a good service across all facilities and benchmarking identified pricing is reasonable.</li> <li>• Meetings and subsequent actions are open, organised and set clear actions and action owners, which are followed up each meeting.</li> <li>• Governance and key stakeholders have been clearly identified.</li> <li>• Performance updates and data provided by Fusion are on the whole substantial and provided promptly.</li> <li>• Internal auditors believe that when compared to other local authorities, the control, design and effectiveness of our leisure agreement with Fusion is more advanced and developed than just average.</li> </ul>	<p><b>GA</b></p> <p><b>GA</b></p> <p><b>GA</b></p> <p><b>GA &amp; LC</b></p> <p><b>GA</b></p> <p><b>GA &amp; LC</b></p> <p><b>Note</b></p>
<b>4</b>	<p><b>Presentation &amp; Discussion of Fusions 2018/19 Annual Service Plan</b></p> <p>4.1 Headline progress provided by MM.</p>	<b>Note</b>
<b>5</b>	<p><b>Sugar Smart Oxford</b></p> <p>5.1 OCC and Fusion are both committed to support this initiative.</p>	<b>Note</b>

<b>6</b>	<b>Developments</b> <b>6.1</b> Update provided by FS On the Horspath Sports Park development project.	<b>Note</b>
<b>7</b>	<b>AOB</b> <b>7.1</b> There was general agreement for some potential intergenerational working in partnership with the Councils Youth Ambition team. An update will be provided at the next meeting. <b>7.2</b> GA will be attending the next and future Barton Healthy New Town Partnership group meetings. Where unable to attend a suitable Deputy will attend in his place.	<b>OB</b>  <b>GA</b>
<b>8</b>	<b>Next meeting key agenda focus:</b> <ul style="list-style-type: none"> <li>• Fusion Annual Service Plan proposal, 2018/19</li> <li>• Horspath Sports Park development update</li> </ul> <p>Any other agenda item requests to be sent to LC.</p>	<b>Note</b> <b>Note</b>  <b>Note</b>
<b>Next Meeting:</b> <b>Monday 22 January 218</b> <b>6:15pm to 8:15pm</b> <b>Rose Hill Community Centre</b>		