



**MEETING HELD ON FRIDAY, 10 JUNE 2011  
HELD AT MYDDELTON HOUSE,  
HOSTED BY LEE VALLEY PARK AUTHORITY**

**MINUTES**

**Present:**

Adam Rigarsford	Sport England East
Annie Hawkins	Hertfordshire County Council
Chris Hope	Three Rivers District Council
Christine Neyndorff	Herts Sports Partnership
Paul Coates	Lee Valley Park Authority
Ed Sandham	Hertsmere Borough Council
Graham Phillips	Groundwork
Jo Copley	HACO Secretary
John Fuller	HRFWP
Mike Barlow	Herts Leisure Trusts
Nick Denham	Hertfordshire County Council
Steve Dupoy	Borough of Broxbourne
Vaughan Watson	North Herts District Council
Will O'Neill	East Herts District Council
Carol Rigby	Welwyn Hatfield Council

**Apologies:**

Aidan Sanderson	Stevenage Borough Council
Ian Holland	St Albans District Council
Nick Brooking	University of Hertfordshire
Dave Cove	Dacorum Sports Trust
David Gill	Dacorum Borough Council
Gary Oliver	Watford Borough Council
Nic Holmes	Hertfordshire County Council
Melany McQueen	Hertfordshire County Council
Sue Hughes	MLA East of England

**ACTION**

**1. Welcome and Introductions**

Annie welcomed everyone and read out the apologies for the meeting.

**2. Minutes from last meeting 10 March 2011**

The minutes were accepted with one change: the speaker referred to on 7C should read Shaun Dawson and not John Dawson.

**3. Matters arising and Action taken since last meeting**

**8.4 Better Places**

SD and AH have agreed that it is not necessary to have a HACO representative on this committee.

#### 4. District Update

AH explained that the district update was for any organisation who were not submitting a report later on the agenda and that it was a limited time slot for each organisation.

##### **Broxbourne BC**

SD explained that leisure and culture had risen up the political priority list in the Council which included capital investment at Grundy Park Leisure Centre, work on the development of the Youth Strategy is underway and news on the £2m Heritage Lottery Bid for reinvestment into Cedars Park is awaited.

They have sent the first school to ride the WWSC and have approximately 1000 school children names waiting to ride.

##### **East Herts Borough Council**

WO'N spoke about the Council cuts and re-structuring, and that the branding and profile of leisure and culture in the authority was under threat. There is now no executive member for leisure and culture which may be cascaded down to officer level.

Hertford Theatre still continues to be a great success and it will be used to host the Sports Development Awards and Herts Youth Games contestants evening soon.

##### **Welwyn Hatfield Council**

It was reported that under the re-structure, the portfolio holder is now 'Policy and Culture' and that community work sits under 'Housing'. Health is going to sit under 'Environmental Health' with managers and heads of service being divided up and re-organised. They will move from 15 heads of service to 7.

Welwyn Hatfield were continuing to invest £3.5m in 'Splashlands' Adventure Play.

The Herts Jazz Festival is being hosted for the first time at Campus West from 19 – 21 August 2011.

##### **North Herts District Council**

There is a 25% reduction in Heads of Service and looking at significant cuts over the next 3-4 years.

VW explained that Letchworth Garden City had a £2.7m investment project about to start to enhance the town and entrance.

A further £4m capital investment was going ahead to create North Herts Museum in Hitchin, this means the closure of Letchworth Museum.

**Hertsmere Borough Council**

ES noted that the First Impressions project was launched in May with Star Wars characters and Barbara Windsor involved.

They are currently involved in procurement exercise for the Leisure Contract. Five companies are being invited to the next stage of the procedure with a start date of 1 Feb 2012.

They have recently funded a Young Researchers Network (13–17 year olds), whereby young people are funded to develop research skills. They have currently picked Youth Stereotyping as the project.

**Lee Valley**

PC reported that the usage figures had recently been scrutinised for the LVWWC and that a quarter of users were from Herts residents and that residents had visited from all 10 authorities with Broxbourne and East Herts being the majority of users, followed by St Albans. High school usage was reported which included special needs schools.

The site is hosting a Schools Festival soon over 6 days with 23 secondary schools (14+ years) in Herts attending as well as 2 special needs schools. The festival will result in a further 328 young people using the facility.

The WWC has had a successful bid to host the 2015 World Slalom event.

They are currently recruiting for a SDO to activate the sports development plans for the WWC.

**Three Rivers District Council**

CH reported that there were no political changes and that leisure remained high with the new portfolio holder.

A capital investment project into the Aquadrome has recently been agreed to redevelop the clubhouse and water based facilities available.

It was noted that they have started a regeneration project in South Oxhey and will initially look at the precinct. Through consultation the need for both a new pool and leisure facility have been raised.

A significant capital budget has been allocated to playground developments over a period of years and the Play Ranger Service has been maintained.

## 5. Reports requiring Decisions

### Local Government Culture and Sport Delivery Audit

(report previously circulated)

Following the March meeting, Yew Consulting has met with all authorities and has circulated their findings and proposals in a report. This has been endorsed at officer level. The report is an audit of the LAs leisure and cultural services, the impact on services and where there can be effective change in the service delivery.

In summary the following points were agreed:

- That all LAs need to get the report on to their Portfolios agenda as soon as possible and that political support and authorisation was now a priority.
- ES requested that all Portfolio leads and titles needs to be collated and sent to JC, the list needs to include any HCC role they have too.
- It was agreed that all development officers (sport, play, arts, and museums) should be spoken to before the report becomes more public.
- To be reviewed at the September meeting

All LAs

All LAs/JC

All LAs

ES/AR

Both Broxbourne and Stevenage stated an interest in being involved in early discussions. ES reiterated that no authority had to be involved in this process but that it was important that cultural officers were not taken over by events.

CN explained that they had staff that could assist in the delivery of looking at shared services and requested an invitation to any relevant meetings.

Groundwork has also offered up their skills to meetings and that they can bring a different perspective to meetings.

Any working group must have some representation on board from the people who are delivering the service.

In discussion, it was agreed that it was important to look to the future and to determine how culture should be provided and shaped and that a more strategic approach was necessary rather than an ad hoc one.

ES and AR will take the discussions away and draw up a timetable of action to be circulated.

ES/AR

## 6. Reports for Information Only

### a) Sport England East (report previously circulated)

AR paper was noted which contains details of:

- 3.1 In it for the long run and other related support tools update
- 3.2 National Benchmarking Service update

3.3 Playing Pitches Programme launched as part of our Sport 2012 legacy Programmes.

3.4 Moment to shine – torch bearers required

3.5 British Cycling launch “Breeze” Programme.

In addition, AR noted that the Sport England strategy was being reviewed.

**b) HRFWP - Hertfordshire 2012** (report previously circulated)

JF’s report was noted. In addition, JF raised the importance of the Community Engagement toolkit. This is now available on the HRFW website to inspire and inform communities to get involved with the 2012 Games, building on the success of communities such as Royston and Bishops Stortford.

JF’s report also contains the key dates running up to the Olympics.

**c) Herts Sports and Physical Activity Partnership**

CN circulated the Herts Sports Partnership Annual Report. The following points were also noted;

Sport Unlimited has overachieved on targets and is now moving to Sport Unlimited – Sportivate, with a focus on teenagers.

Olympic Style school sports competition – Herts has been selected as a pilot for level three within this new structure (a County Festival of Sport). HSP have been asked to be the delivery partner for the event to take place on Friday, 17 June 2011. AH and ES are now sitting on this board representing HACO and HCC.

With regards to the AGM, this will include the ratification of the Executive Board. It was agreed at the March meeting that ES would continue on the Executive Board but as an individual, AH would have a County role on the board and that both Ian Holland and Aidan Sanderson would represent HACO on the Board.

The Service to Sports awards will be held in September 2011.

**d) County Culture Officer** (paper circulated at meeting)

The following points raised were:

Regarding the Cultural Olympiad, AH reported that meetings had taken place in Broxbourne to take forward the organisation for 1 Year and Counting, for Open Weekend 2011. All community groups will be invited to showcase their activities.

The School Sports and Herts Youth Games has a large Cultural input including dance, performance, drumming, cheerleading and Quilts for London.

AH explained that Herts has at long last a host county 2012 badge. AH is planning to badge up front of house hotel, attractions and tourist information staff. If you would like some for your authority, please contact AH. A proforma will be circulated to all organisations to order from.

AH

## 7. Topic Subject:

### Queen Elizabeth II Fields in Trust

Copy of presentation circulated at meeting.

Mark Healy and Terry Housdon from Queen Elizabeth II Fields in Trust (FIT) were welcomed.

The vision of the challenge is to ensure that everyone has access to local outdoor space for sport, play and recreation. Between 1992 and 2009 there have been over 6000 playing fields lost to developments.

FIT wants to create a legacy in the Diamond Jubilee year which will make a difference locally and an impact nationally. Their aim is that by 2012 there will be 2012 protected spaces.

Mark Healy has invited all land owning organisations to apply to protect their fields. FIT will offer to cover the legal fees involved in signing over the land to trust and there is also scope for capital investment into the protected site. The burden of work will remain with the Trust who would discuss what type of protection the organisation would want, i.e. non charitable status and charitable status.

Parks do not need to be renamed but a plaque needs to be displayed and a strap line attached to signage.

Mark Healy agreed to circulate a proforma for authorities to complete should they wish to nominate a site for protection.

JC

## 8. Any Other Business

### (a) Progress report on Herts Arts Partnership

ND reported that HAP were having a shared focus on the 2012 Cultural Olympiad over the next 12 months.

### (b) Election of Vice Chair

No nominations were made for Vice chairman. It was agreed that JC would circulate the nomination form again and that nominations would be ratified at the September meeting.

JC

Annie Hawkins formally handed over the chair of HACO to Steve Dupoy.

Annie Hawkins was thanked by Steve and the HACO members for her work as Chair over the last year.

## 9. Summary of action points

### 5. Local Government Culture and Sport Delivery Audit

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JC

## 10. Dates and speakers for future meeting

### Date of next meeting:

Friday September 23: Venue to be confirmed.

### Suggested dates for meetings:

Friday 16 December 2011

Friday 9 March 2012

Friday 15 June 2012

Friday 21 September 2012

### Suggested future speakers:

Neil Hayes, Head of Economic Development, LEP  
Safeguarding Board (Chris Hope).

Heather Alan – leading on Volunteering Strategy from HCC.

Cultural Strategy for Young people (Jill Barber).

Olympic Update (John Fuller).