



**MEETING HELD ON FRIDAY, 11 MARCH 2011
HELD AT HERTFORDSHIRE UNIVERSITY,
HOSTED BY HERTFORDSHIRE UNIVERSITY**

MINUTES

Present:

Adam Rigarlsford	Sport England East
Aidan Sanderson	Stevenage Borough Council
Annie Hawkins	Hertfordshire County Council
Catherine Davis	Hertfordshire County Council
Chris Hope	Three Rivers District Council
Christine Neyndorff	Herts Sports Partnership
David Chalfen	Lee Valley Park Authority
Ed Sandham	Hertsmere Borough Council
Hilary Shade	Hertsmere Borough Council
Ian Holland	St Albans District Council
Jo Copley	HACO Secretary
John Fuller	HRFWP
Mike Barlow	Herts Leisure Trusts
Nick Brooking	University of Hertfordshire
Nick Denham	Hertfordshire County Council
Steve Dupoy	Borough of Broxbourne
Sue Topping	Hertfordshire County Council
Vaughan Watson	North Herts District Council
Will O'Neill	East Herts District Council
Yvonne Barker	Yew Consulting

Apologies:

Carol Rigby	Welwyn Hatfield Co
Dave Cove	Dacorum Sports Trust
David Gill	Dacorum Borough Council
Gary Oliver	Watford Borough Council
Nic Holmes	Hertfordshire County Council
Paul Coates	Lee Valley Park Authority
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 December 2010

The minutes were accepted with no changes.

3. Matters arising and Action taken since last meeting

These are dealt with in the minutes.

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 they were able to fund the opportunity for all school children aged 14+ in the borough to ride the WWCS. The Council has also committed to a £3m capital programme to refurbish Grundy Park Leisure Centre and they are waiting to hear the results of a £2m Heritage Lottery Bid for reinvestment into Cedars Park.

East Herts Borough Council

WO'N spoke about the Council cuts and re-structuring, and that there needed to be £180K saving in the Leisure Services budget next year.

Hertford Theatre still continues to be a great success with its cinema being launched in January this year. This is the first time in 40 years that Hertford has had a cinema.

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 Borehamwood's Community multi-use Centre was still online to be built as this was a partnership project to be completed by May 2012. This would include a museum, library, conference facilities and youth provision.

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.

In terms of budget they have lost 2 part-time posts in the Play Service and a reduction in hours for another member of the team. Their Museums Officer has also had hours reduced.

Leisure Trusts

MB reported that Welwyn Hatfield were investing £3.5m in 'Splashlands'.

The Trusts were trading well. It has been agreed that Finesse would have a 12% saving package in place for 2011/12 at Welwyn Hatfield. This has

primarily been achieved by working with the clubs and organisations more closely rather than a price increase.

St Albans District Council

IH reported major re-organisation within the Council with posts being lost. On a positive note, both the Arts and Sports Development posts were secure.

Work has started on Westminster Lodge and final tenders were being submitted for a facility in the south of the district.

Three Rivers District Council

CH noted that they have started a regeneration project in South Oxhey and will initially look at the precinct. They are pulling together a business case to look at the older leisure facilities in this area with the potential to rebuild.

As Leavesden is a S106 site, the Council are looking at significant off site developments.

Within their budget they have had to lose 0.5 of an Arts Development post.

Through Play Builder funding and capital funding there is a significant amount of work being carried out on playgrounds.

Stevenage Borough Council

AS reported that Stevenage were facing several severe cuts and that the Museum was moving to a 4 day operation from 6 days. The holiday Playschemes have also been stopped.

In addition, once any Dual Use agreements were up for renewal, the Council were withdrawing from them.

A Safeguarding Action Plan for Children has been completed and will be rolled out in the near future.

AS is now also responsible for Environmental Health and Licensing.

County Council

AH explained that the County Council were looking at 40% cuts and that many posts have been made redundant. AH explained that she has been asked to submit a Best Value of Tourism report.

5. Reports requiring Decisions

Local Government Culture and Sport Delivery Audit

(report previously circulated)

Following the December meeting, a brief was put together and sent to 4 companies which has resulted in Yew Consulting being appointed.

Yvonne Barker from Yew Consultancy will carry out the audit agreed in earlier meetings. They will look at an audit with the LAs, the impact on services and where can they work effectively.

Yew intends to interview all the LAs and produce a report on the findings. There will be a steering group and smaller groups brought together to implement new projects. There is a potential opportunity for future funding for projects from Culture First.

The issue of sensitivity was raised along with the contents and circulation of the report. In addition, there is an issue of May 5 elections and that members would not be in a position to consider challenging issues around this time.

It was agreed that the first report should be an open and uncensored document with candid opinions. This would then be re-shaped and all officers would sign off the content which would then be circulated more widely. This work would be regarded as a Part 2 item.

In respect of the interview process, Yew Consultancy requested that DCs flagged up all future capital projects, revenue budgets including direct service costs and internal service charges so that they can understand the scope and scale of the service.

ALL
DCs

They have requested that officers present issues that are of genuine interest to them to change and that ones not to be touched are highlighted.

The scope includes:

Leisure

Events

Arts, Play and Sports Development

Museums and Heritage

Tourism

Parks and Open Spaces (management and provision of this and not contracts)

It was agreed that Libraries was not within the scope of this review.

6. Topic Subject:

First Impressions

Hilary Shade from Hertsmere Borough Council had been invited to speak

on the cultural project 'First Impressions'. The project's aim has been to renovate Elstree Rail station and make it a 'gateway' to Elstree Studios reflecting the rich film heritage of the area.

HS explained that the Studios has a great film history including Big Brother, The King's Speech, the East Enders set, and Who Wants to be a Millionaire. There are 44 sites used for filming and 361 locations used in the area for film. This brings in a value of filming in excess of £4m. With this rich history the project wanted to create an impact from arriving at the rail station.

The project meets many of the key Council objectives within Economic Development, Heritage Strategy and The Corporate Plan. As such they have been able to obtain funding from several different streams to improve the area:

Vibrant Towns £75k
Hertsmere BC £40K
Town Council £10K

Through working with the County and Network Rail, they have redesigned the station to include new exits, no steps or rails and community art work on the walls. The local community has voted for which celebrities should be in the walkway being acknowledged with a 'star' and there are now 12 'stars' in the pavement. Film banners are in use along the roadside which will highlight the film industry. It continues to be an ongoing issue to obtain permission from the major film companies so more generic images are being used.

The old placards have been removed from the planters in the pedestrian way and these have been replaced with interpretive boards with information of relevant celebrities. The project intends to ultimately have a Heritage Film Centre.

HS explained that it has been community driven and all decisions have been through engagement and public consultation. Throughout the project they have managed to use local suppliers and local people to deliver the product.

7. Reports for Information Only

a) Sport England East (report previously circulated)

AR paper was noted and 3 areas were highlighted:

People Places Play 2012 Legacy Programme:

Sports Leaders

The sports leaders project will use the inspiration of London 2012 to recruit, train and deploy 40,000 new volunteers across the country, working in all and not just Olympic sports.

Every leader will commit to at least 10 hours of volunteering, resulting in

hundreds of thousands of volunteer hours to support the mass participation legacy. The aim is for at least half of the leaders to remain active as sports volunteers, offering a long-term benefit for sport. Leaders will be deployed in the places and sports where the need is greatest, ensuring people are matched with opportunities. Anyone aged 16 and over can choose to become a sports leader and be part of the sporting legacy of London 2012.

Training is currently being developed to train the 40,000 individuals. It will not be sport specific, but focused on giving participants the skills and understanding to help facilitate sport in the local community. CSPs will play an important role in helping to deliver the sports leaders programme and will take the lead on the deployment of trained leaders.

Sportivate

“Sportivate” is targeting 14-25 yr olds to engage in sport led by CSPs (£32m spread across 4 yrs).

Changes in Local Office

AR explained that Chris Perks would now be taking a national role within the organisation. Sport England would be managed on a hub based model and that Adam would remain the Counties point of contact.

b) County Play Officer (report previously circulated)

Herts CC have made the Play Developments post redundant from 31 March 2011. ST presented a summary report on the progress and impact of the Play Policy throughout the County.

The report provides a review of the impact of the Hertfordshire Play Policy which sets out to enable all children across Hertfordshire to have access to exciting, high quality free choice play opportunities throughout all areas of their lives.

Work carried out through the implementation plan attached to the policy has realised a number of successes. This review identifies the achievements and sets out the challenges that remain.

ST's report highlights significant progress which has been made in developing a 'play approach' at county level. The effective relationships with district/borough colleagues has helped raise awareness, improve quality and increase the qualification levels and CPD attendance, providing additional play opportunities for children and young people across the county.

The report concludes that there is much work that could be continued or extended if capacity and resources are, in the future committed at a district and county level and the legacy from the Hertfordshire Play Policy 2009-11 has left a strong foundation for play in Hertfordshire.

Sue Topping was formally thanked by HACO for her work throughout the County and that she will be missed. ST reported that Sally Orr will be manager of the remaining play service.

AH and ST will discuss if there is a role for HACO to write to HCC expressing the disappointment felt behind the decision to make the post redundant.

AH/ST

c) Herts Sports and Physical Activity Partnership (report previously circulated)

The report was noted and several main points were raised:

The 3rd Annual Coach Education Week held in February was noted. Almost 1400 participants attended over 90 different workshops.

Sport Unlimited – Sportivate has now been launched and has a focus on teenagers. The Sport England funding is for 3 years and each DC is commissioned to deliver an appropriate programme.

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 in June 2011. AH and ES are now sitting on this board representing HACO and HCC.

With regards to the AGM, CN explained that John Dawson would be the keynote speaker.

It was agreed 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.

CN requested that all organisations consider bespoke support from HSP such as strategic support. CN will contact members to see what support they can offer over the next few years.

d) County Arts Development Officer (report previously circulated)

Minutes from HAP were noted.

CD explained that Trestle Theatre had recently won a contract to deliver to Islington and that both Trestle and Watford Palace were NPOs (National Portfolio Organizations).

WAP had been awarded £45K for the next financial year. They plan to run more projects throughout the county.

CD explained that with her post being made redundant, the future and co-ordination of HAP needed to be considered. It has been suggested that HAP (chaired by HCC) and the Museums Partnership Group (chaired by County Councillor) should merge. It was felt that these two groups did not share the same agenda and that a merger would not suit either group.

With regards to this potential merger, it was agreed that all DCs had a role to play in voicing this opinion and that their ADO should be made aware of this.

ALL
DCs

CD post has been made redundant as of 31 March 2011 and in addition, Glenda Wood, Head of Service, was leaving. The new Head of Service for Libraries, Culture and Learning would be Andrew Bignall.

On behalf of the HACO membership, AH formally thanked CD for all of her work and support. A letter had been sent to the politicians and Glenda Wood about this decision. Glenda Wood's response was circulated.

e) HRFWP - Hertfordshire 2012 (report previously circulated)

JF's report was noted. In addition, JF raised the importance of supporting the Herts Youth Games in the current climate and urged officers to protect the Games for at least the 2012 event.

JF also led a discussion about the delivery of the legacy and how the framework will actually deliver after 2012.

JF's report also contains the key dates running up to the Olympics marking the 500 days to London 2012.

f) County Culture Officer (paper circulated at meeting)

The following points raised were:

With respect to the WWSC, AH is continuing to promote the facility and visit through events such as 'Welcome to Britain' and is working with Essex, LVRPA and other local district and town councils to promote the area holistically. Looking at working with Essex to explore synergies linked to existing cultural and art activities. Potential areas of joint promotion / activity look to be in the areas of, music, waterways and film.

AH explained that Herts has been recognised as a host county 2012 badge venue. 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. Badges should be available from May 2012.

8. Any Other Business

8.1 LGA Cultural Conference

WO'N had attended the 2010 LGA cultural conference on HACO's behalf and in his report to the meeting explained that he had been able to introduce himself to Chris White in this capacity.

WO'N explained that the conference had been very much weighted to Tourism and Culture and that he had been able to attend workshops looking at economic development and new business enterprise.

It was proposed that HACO will always look to send a representative as part of their career development to the conference in the future.

8.2 Sport England

AR explained that within Sport England's Toolkit were several delivery

	ACTION
<p>model guidance's including 'Guidance to Asset Transfer', Best Practice and National Bench Marking Service. These are all available through the Sport England website.</p>	
<p>8.3 White Water Centre – Education Pledge</p>	
<p>LVPA presented a report at the meeting explaining their education pledge and that currently 216 places across 11 different schools in the county had been awarded, allowing young people aged 14 and over free rafting access. Each authority has at least one school from its area attending and these schools were selected through their involvement in the 'Get Set' network.</p> <p>Lee Valley have now been able to add a further 144 places to this and an additional 10 schools have registered interest.</p> <p>Their pledge is to engage 360 young people from Hertfordshire with a once in a lifetime experience to ride the Olympic rapids.</p>	
<p>8.4 Better Places</p>	
<p>Contact has been made for a member to attend this meeting. SD and AH to discuss.</p>	SD/AH
<p>9. Summary of Action Points</p>	
<p>5. Local Government Culture and Sport Delivery Audit</p>	
<p>In respect of the interview process, Yew Consultancy requested that DCs flagged up all future Capital projects, Revenue Budgets including direct service costs and internal service charges so that they can understand the scope and scale of the service.</p> <p>7. c) County Play Development Officer</p> <p>AH and ST will discuss if there is a role for HACO to write to HCC expressing the disappointment felt behind the decision to make the post redundant.</p> <p>7.d) County Arts Development Officer</p> <p>CD explained that with her post being made redundant, the future and co-ordination of HAP needed to be considered. It has been suggested that HAP (chaired by HCC) and the Museums Partnership Group (chaired by County Councillor) should merge. It was felt that these two groups did not share the same agenda and that a merger would not suit either group.</p> <p>With regards to this potential merger, it was agreed that all DCs had a role to play in voicing this opinion and that their ADO should be made aware of this.</p>	ALL DCs
<p>8.4 Better Places</p>	
<p>Contact has been made for a member to attend this meeting. SD and AH to discuss.</p>	SD/AH

10. Dates and speakers for future meeting

Dates for meetings in 2011

Friday June 10 Lee Valley with a tour of the WWSC

Friday September 23 Watford Coliseum (unconfirmed)

Suggested future speakers:

Safeguarding Board (Chris Hope).

Heather Alan – leading on Volunteering Strategy from HCC.

Cultural Strategy for Young people (Jill Barber).

Olympic Update (John Fuller).