

Title of Review: Review of the development of the Luton Aquatic Centre

Proposed by The Overview and Scrutiny Board (OSB)

1. Rationale

The development of the Luton Aquatic Centre is a policy commitment of the Council, which is being developed to contribute to towards delivery of a number of Local Area Agreement targets; including tackling childhood obesity, young people’s participation in high quality PE & Sport and Adult participation in sport and active recreation. The Place Survey and Sport England active people surveys show low levels of satisfaction with current sports and leisure facilities and opportunities for children and young people. Improvements to facilities for children and young people are a priority for residents.

There is a high level of capital required to build the centre. It will also rely on Airport dividends to service the debt created by the capital expenditure and for its running costs. As the funding for the operation of the centre will be capped at current spend levels, there are risks associated with reduced income from Airport dividends and slippage in the project completion.

2. Purpose

The purpose of this review is to enable overview and scrutiny to review the proposals for the development of the Luton Aquatic Centre, to be able to provide advice to and hold the Executive to account, on decisions relating to the use of tax payers’ money on this project, to ensure the project is meeting its stated objectives and to ensure that the project is delivered in a way that meets local priorities. This will also include reviewing the short to medium term risks to the project, in the context of the anticipated contraction in public sector funding and reduction in income from the Airport dividends, and make recommendations/ comments for consideration by the Executive, to assist decision-making and management of the project.

3. Methodology/Approach

- Documents/ Reports analysis; including:
 - ✂ Feasibility study;
 - ✂ Outline Business Plan;
 - ✂ Results of consultation/ surveys;
 - ✂ Overview of relevant performance information;
- Public involvement (as decided by T & F Group);
- Visit(s) - Best Practice site(s) (if any?)
- Taking evidence from:
 - ✂ Relevant Portfolio Holder(s),
 - ✂ Head of Capital and Asset Management
 - ✂ Relevant Project Lead Officers
 - ✂ Chief Officers of relevant partnership organisations’ e.g. NHS Luton, Active Luton, Sport England;
 - ✂ Experts /Consultants
 - ✂ Local residents and organisations

4. Exclusions

The decision to proceed with the Aquatic Centre project and the decision taken on its location will not be reviewed.

5. Risks to the Task & Finish Group Review

Risks	Mitigating Actions
1. Insufficient or late provision of project information to enable a thorough examination of all relevant issues.	1a. Chair of the T & F Group / OSB to resolve with relevant Portfolio Holder and/ Corporate Director/ Heads of Service.
2. Lack of active T & F Group member involvement to complete the review within deadline.	2a. Chair of the T & F Group to ensure all Members actively participate in evidence gathering, analysis of findings and formulation of recommendations by allocating specific tasks. 2b. Officer project support team to help and advise members with their tasks.
3. General election duties taking members and officers away from the review.	3a. Chair of the T & F Group / OSB to advise and if necessary agree postponement of completion of the review to a later date.

6. Review Plan *(Detailed plan available from the Scrutiny Team)*

Tasks	Lead Officers/ Members	Significant Dates/ Comments
Set Up Task & Finish Group		
OSB approve T & F Group review	Mark Farmer	Completed 03/02/10
Invite applications & form T&F Group	Lisa Jerome	Completed 15/02/10
Form officer project team	Bert Siong	Start 1 st March 2010
Arrange T & F Group formal meetings	Lisa Jerome	Decision by T & F. First on 4/3/10
Prepare review scope for approval	Mark Farmer/ Bert Siong	Completed and approved on 24/2/10
T & F Consistency Panel	Mark Farmer	TBA
Public Involvement		
Prepare press release and publish article in Lutonline and on the Council’s website	Bert Siong/Chris Hall	- April edition of Lutonline; - Website, March 2010.
Review completed public involvement work and decide if further activities needed	T & F / Bert Siong/ Peter Headland/ Huw Jenkins	4/3/10 or following T & F meeting
Advertise T & F meetings and publish relevant reports on Council’s website	Lisa Jerome	Ahead of each meeting when decided by T & F Group
Reviews/ Analysis		
Analysis of the Feasibility study	Huw Jenkins/ T & F	TBA at 4/3/10 T & F meeting
Review of the Outline Business Plan	Huw Jenkins/ T & F	TBA at 4/3/10 T & F meeting
Review of the final Business Plan	Huw Jenkins/ T & F	
Consider results of current / further public involvement work	Huw Jenkins - current; Peter Headland/ Bert Siong - Further	TBA depending what further work needed.
Overview of relevant performance information	Huw Jenkins/ T & F	TBA at 4/3/10 T & F meeting
Site visit(s)		
Arrange & visit site(s) of Best Practice if any.	Bert Siong / T & F	TBA by T & F
Taking Oral Evidence		
Invite relevant witnesses to attend T & F Group meetings to provide evidence	Bert Siong	TBA at 4/3/10 T & F meeting
Prepare questions for witnesses	Mark Farmer/ Bert Siong/ T & F members	As required
Ask questions of witness	All T & F Members	At relevant T & F meetings
Reports Preparation		
Submit interim report to OSB	Chair of the T & F Group	22/4/10
T & F Group prepare and agree final report and recommendations	Chair of the T & F Group	To be considered by 31/5/10
Present final report/ recommendations to OSB	Chair of the T & F Group	10/6/10
Present final report/ recommendations to Executive	Chair of the T & F Group	21/6/10

7. Membership of Task & Finish Group

Members of the Task and Finish Group:

- Councillor Jacqueline Burnett
- Councillor Jenny Davies
- Councillor Khtija Malik
- Councillor Barry Neale
- Councillor Sid Rutstein

Officer(s) supporting/ advising the Task & Finish Group:

- Christopher Hall, Communications
- Lisa Jerome, Democratic Services Manager
- Huw Jenkins, Project Manager, Aquatic Centre
- Peter Headland, Consultation Manager
- Bert Siong, Scrutiny officer