

Luton Borough Council – Task & Finish (T & F) Group (Aquatic Centre) - A3 Scoping Report

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 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. 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
- Eunice Emuophe / Deborah Garner , Democratic Services
- Huw Jenkins, Project Manager, Aquatic Centre
- Peter Headland, Consultation Manager
- Bert Siong, Scrutiny officer

7. Implementation Plan – Key Milestones

Actions	Leads	Key milestones/ Comments
OSB approve T & F Group review	M Farmer	Completed 03/02/10
Invite applications & form T&F Group	L Jerome	Completed 15/02/10
Form officer project team	B Siong	Completed 01/032010
Arrange T & F Group formal meetings	D Garner/ E Emuophe	04/3/10; 12/03/10; 23/03/10 (visit to Corby) 07/04/10; 29/04/10; 11/05/10; 20/05/10; 25/05/10
Prepare review scope for approval	M Farmer/ B Siong	Completed and approved on 24/2/10
Prepare A3 review plan	B Siong	03/10 - Completed
T & F Consistency Panel	Mark Farmer	TBA
Public Involvement		
Press release and Council’s website	B Siong/ C Hall	- Press release & Website: 22/03/10 – Completed
Review public involvement work	Cllr Rutstein	- Completed 06/04/10; Survey-report by 17/05/10
Advertise T & F meetings on website	D Garner/ E Emuophe	Ongoing ahead of meeting dates
Areas for Examination		
Facilities	Cllr Malik	Individual chapter written reports to T & F Group meeting on 20/05/10
Finance	Cllr Burnett	
Link to Strategy	Cllr Neale	
Transport and Access	Cllr Davies	
Consultation	Cllr Rutstein	
Evidence Gathering		
Michelle Griffin, Commissioning Manager HCL	All Members of T&F	12/03/10 (at T&F meeting) – Completed
Helen Barnett; Alison Jenkinson, Active Luton	Cllr Malik and Burnett	Meeting with on 18/03/10. Completed
Project officers and Members at Corby	All Members of T&F	23/03/10 – Completed
- Clive Robins, Luton Sports Network - Gerry Taylor, Director of Public Health - Norman Schonewald, Luton Crematorium	All Members of T&F	07/04/10 (at T&F meeting) – Completed
- Huw Jenkins, Project Manager - Adrian Piper, Head of CAM - Design Team and Wates Construction Reps - Pip Hesketh, LEP General Manager	All Members of T&F	29/04/10 (at T&F meeting)
- Maq Alibhai –Traffic Manager Arriva Bus - Nigel Fern (Transport) - Peter Brett Assoc. - David Kempson, Head of Corporate Finance	All Members of T&F	11/05/10 (at T&F meeting)
Cllr Hazel Simmons, Portfolio Holder	All Members of T&F	20/05/10 (at T&F meeting)
Reports		
Oral progress report to OSB	Cllr Rutstein	22/4/10
Draft chapter written reports	All Members of T&F	20/05/10 (at T&F meeting)
Final written report and recommendations	All Members of T&F	25/5/10 (at T&F meeting)
Present final report/ recommendations to OSB	Cllr Rutstein	10/6/10
Present final report/recommendations to Exec	Cllr Rutstein	21/6/10