



Joint Management Committee

Secretary to the Committee

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Our Ref: DS

Date: 29 June 2021

Dear Councillor,

Etwall Leisure Centre Joint Management Committee

A Meeting of the **Etwall Leisure Centre Joint Management Committee** will be a **John Port Spencer Academy**, held via Microsoft Teams on **Wednesday, 07 July 2021** at **17:00**. You are requested to attend.

Yours faithfully,

Secretary to the Joint Management Committee

To: **Representatives of South Derbyshire District Council**

Labour Group

Councillor Singh (Chair)

Conservative Group

Councillor Muller

Independent Group

Councillor Angliss

Representative of the Governors of John Port Spencer Academy

D Parker (Vice-Chair) K Squire and M Walker-Endsor

AGENDA

Open to Public and Press

- 1 Apologies and to note any Substitutes appointed for the Meeting.
- 2 To receive the Open Minutes of the following Meetings:

23rd September 2020 **3 - 5**
- 3 To note any declarations of interest arising from any items on the Agenda
- 4 ETWALL FINAL ACCOUNTS 2020-21 **6 - 7**

Exclusion of the Public and Press:

- 5 The Chairman may therefore move:-
That in accordance with Section 100 (A)(4) of the Local Government Act 1972 (as amended) the press and public be excluded from the remainder of the Meeting as it is likely, in view of the nature of the business to be transacted or the nature of the proceedings, that there would be disclosed exempt information as defined in the paragraph of Part I of the Schedule 12A of the Act indicated in the header to each report on the Agenda.

ETWALL LEISURE CENTRE JOINT MANAGEMENT COMMITTEE

23rd September 2020

PRESENT:-

Representatives of South Derbyshire District Council

Conservative Group

Councillors D Corbin, D Muller (Chairman)

Labour Group

Councillor D Shepherd

Officers

K Stackhouse Strategic Director (Corporate Resources)

M Roseburgh Cultural Services Manager

Representatives of John Port Spencer Academy

Governing Body

D Parker – (Vice-Chairman) and School Governor

Mrs M Walker-Endsor - School Governor

Representatives of Active Nation

R Redfern – Business Manager

EL/01 **APOLOGIES**

The Committee was informed that no apologies had been received.

EL/02 **DECLARATIONS OF INTEREST**

The Committee was informed that no declarations of interest had been received.

EL/03 **CHAIRMAN'S QUESTIONS REGARDING BADMINTON FOR THE OVER 50 GROUP AND UNDER 7s FOOTBALL CLUB**

The Chairman raised concerns regarding the facilities for the Over 50 Badminton Group and the Under 7s Football Club given the Covid-19 restrictions. The Active Nation Business Manager confirmed that badminton bookings had been relaunched as from 5th October and that all block booking organisers had been contacted and given information about the online App. The Active Nation Business Manager advised Members that the Under 7s Football Club had been contacted and offered a slot at the pitch which they had accepted.

Members asked how the Centre was communicating details of the booking system and the cleaning procedures to ensure customer safety. The Action Nation Business Manager confirmed there was a telephone booking service available in addition to the email service. The Meeting was informed that Cleaning stations were available for customers and changing areas had been treated with a solution that would protect staff and customers for up to six months

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and ongoing testing of areas would happen every three to four weeks to ensure protection remained effective.

RESOLVED:-

The Chairman accepted the responses as provided.

EL/04 **ACTIVE NATION PERFORMANCE REPORT**

The Active Nation Manager presented a summary of the report advising the Meeting of the phased re-opening of services from the 25th July and that Class participation had been at 90%. Swimming had commenced on 24th August along with badminton for one-off bookings. New processes and procedures had been implemented to maintain a Covid-19 secure environment which meet all governing bodies requirements. There had been good feedback on social media regarding the quality of the services provided at the Centre.

RESOLVED:-

That the Performance Report was approved as presented.

EL/05 **FINAL ACCOUNTS 2019-20**

The Strategic Director (Corporate Resources) presented the report which covered the period ending 31st March 2020. The Vice-Chairman requested further information about the lower contribution to the utility costs. The Strategic Director (Corporate Resources) informed the Meeting that the contribution had been calculated as per the formula set out in the Contract.

RESOLVED:-

That the Final Accounts for 2019/2020 are approved.

EL/06 **LOCAL GOVERNMENT ACT 1972 (AS AMENDED BY THE LOCAL GOVERNMENT [ACCESS TO INFORMATION] ACT 1985)**

RESOLVED:-

That in accordance with Section 100 (A)(4) of the Local Government Act 1972 (as amended) the press and public be excluded from the remainder of the Meeting as it is likely, in view of the nature of the business to be transacted or the nature of the proceedings, that there would be disclosed exempt information as defined in the paragraph of Part I of the Schedule 12A of the Act indicated in the header to each report on the Agenda.

EL/07 **EXEMPT QUESTIONS BY MEMBERS OF THE COUNCIL PURSUANT TO COUNCIL PROCEDURE RULE NO.11**

The Committee was informed that no questions from Members of the Council had been received.

The meeting terminated at 5.40 PM.

D MULLER

CHAIRMAN

REPORT TO: ETWALL LEISURE CENTRE JOINT MANAGEMENT COMMITTEE **AGENDA ITEM: 4**
DATE OF MEETING: 7th JULY 2021 **CATEGORY: RECOMMENDED**
REPORT FROM: TREASURER TO THE JOINT MANAGEMENT COMMITTEE **OPEN**
MEMBERS' CONTACT POINT: KEVIN STACKHOUSE (01283 595811) Kevin.stackhouse@southderbyshire.gov.uk
SUBJECT: FINAL ACCOUNTS 2020/21 **REF:** h/KS/live files/Etwall JMC/final accounts report 2021
WARD (S) AFFECTED: ETWALL, HATTON, HILTON, NORTH WEST, REPTON & WILLINGTON

1.0 Recommendations

1.1 That the Final Accounts for 2020/2021 are approved.

2.0 Purpose of Report

2.1 To report the Leisure Centre's final accounts for 2020/21.

3.0 Detail

3.1 Items of expenditure for 2020/21 are detailed in the following table.

	Actual 2019/20 £	Budget 2020/21 £	Projected 2020/21 £	Actual 2020/21 £
Repairs and Maintenance	26,249	16,500	16,500	11,418
Contribution to Utility Costs	-6,113	10,000	-1,459	-187
Contribution to Sinking Fund	25,000	25,000	25,000	25,000
Contribution to Decommissioning Costs	5,000	5,000	5,000	5,000
Main Contractor Payment	32,336	31,200	31,200	31,986
Central Support / Overheads	20,982	23,544	16,387	17,728
Total Expenditure	103,454	111,244	92,628	90,945
Shared	Actual 2019/20 £	Budget 2020/21 £	Projected 2020/21 £	Actual 2020/21 £
South Derbyshire District Council (62%)	64,142	68,971	57,429	56,386
John Port Spencer Academy (38%)	39,312	42,273	35,199	34,559
	103,454	111,244	92,628	90,945

- 3.2 The table shows that the overall expenditure was lower than that budgeted, and a reduction compared to the previous year, 2019/20 This was due to lower day-to-day repairs maintenance and utility costs.

Utility Costs

- 3.3 The cost of gas and electricity are largely met by Active Nation as the Management Contractor.
- 3.4 Under the Contract, the JMC contribute to these costs or receive a refund, should tariffs increase/decrease compared to a pre-determined baseline which is determined through a formula. This is also adjusted for usage.
- 3.5 The reason for this provision is to protect the Contractor from meeting significant increases in prices which may be outside of their control. Conversely, the JMC benefits where prices fall, or usage is lower.
- 3.6 In practice, there is usually an annual adjustment to make between the JMC and the Contractor, although it is has never been significant. Traditionally, the JMC's Budget allows a cost of £10,000 per year as a provision. In 2020/21, there was a small credit of £187.

Overheads

- 3.7 These are the costs that the District Council incur in managing the contractor and administering the JMC's Accounts. They can vary year to year depending on the actual costs incurred by the District Council and are a proportion of the overall costs incurred, split on an estimate of time spent.
- 3.8 The costs for 2020/21 were estimated to be lower compared to the Budget and the actual for 2019/20. A breakdown is summarised below.

Actual Central recharges for CCD30 2020/21 Split 50/50 between Etwall & Greenbank			
	£ Total Recharge	£ Etwall Share	£ Estimated
Finance	17,109	8,555	6,731
Internal Audit	4,439	2,219	2,198
Merchant banking	1,663	832	954
Cultural Services	5,798	2,899	3,641
Comms	4,358	2,179	1,779
Property Services	1,414	707	741
Procurement	676	338	343
	35,457	17,728	16,387

Sinking Fund

- 3.9 Each year, a contribution of £25,000 is made to a sinking fund which is earmarked to replace major items of plant and equipment. In addition, a further provision of £5,000 is made for future decommissioning costs.
- 3.10 As of 31st March 2021, the balance on the sinking fund was £136,000 with £35,000 in the decommissioning provision.