

BRIDGEND COUNTY BOROUGH COUNCIL

REPORT TO CABINET

5 JULY 2016

REPORT OF THE CORPORATE DIRECTOR COMMUNITIES

SPORTS PAVILION KEY HOLDER ARRANGEMENTS 2016

1. Purpose of Report.

- 1.1 To present to Cabinet for its endorsement, proposed key holder arrangements for sports pavilions in light of the outcomes of the consultation which took place last year.
- 1.2 To seek approval for a proposed payment structure and fees for the coming 2016/17 season.

2. Connection to Corporate Improvement Objectives/Other Corporate Priorities

- 2.1 The parks pavilions review forms part of the Communities Directorate response to reconciling the current financial settlement with operational levels of service. The proposals for changes to the management and caretaking arrangements for sports pavilions both embrace and recognise the objectives detailed in the Corporate Plan under Priority 3 – (Smarter use of resources), ensuring that all our resources (financial, physical, human and technological) are used as effectively and as efficiently as possible, and supporting the development of resources throughout the community that can help deliver our aims.

3. Background.

- 3.1 As part of the Council's response to the reduction in public service funding, measures to achieve savings against the provision of the Council's Parks and Playing Fields Service have been included in the Medium Term Financial Strategy (MTFS). In the MTFS a saving has been identified of £437k for financial year 2015/16 and £100k for 2016/17. In order to achieve part of these savings it was deemed necessary to review the current operational arrangements for opening, closing and cleaning of the Council's sports pavilions.
- 3.2 Following formal consultation with the community and users of pavilion facilities a report was presented to Cabinet on 1st September 2015 which outlined the findings of the consultation and made recommendations on the future direction for the service. In light of this report Cabinet in addition to noting the outcomes of the consultation resolved, that :
 - subject to the outcome of appropriate consultation with caretaking staff, to approve the introduction of mobile cleaning operatives in place of the existing caretaking arrangements,
 - subject to the outcome of appropriate consultation with caretaking staff, to approve users of pavilions becoming key holders for outdoor Sports

Pavilions, in accordance with agreements to be developed in consultation with the Assistant Chief Executive Legal and Regulatory Services.

- 3.3 Consultation with pavilion caretakers was successfully concluded and changes to the caretaking arrangements for the pavilions are currently being implemented. Accordingly changes to the opening and closing arrangements for the pavilions now need to be considered.

4. Current Situation

- 4.1 It is proposed that the new arrangements for cleaning and the users becoming key holders are introduced as soon as is practical following the close of the 2015/16 winter outdoor sports season – this was the 15th May 2016 following a fortnight's extension of the season due to the poor winter weather.
- 4.2 For users to become key holders, the Council will need to regularise and formalise arrangements, in order to protect both the interests of the Council and the club. A model document has been developed for this purpose.
- 4.3 To compliment the key holder agreement it is proposed that a 'new' charging structure for the use of sports pitches and pavilions, along with an amended frequency of billing be adopted.
- 4.4 The current arrangements are that the majority of users, are billed monthly while some are billed annually in line with the Councils scale of charges. The monthly bills have historically been calculated using caretaker records on which every formal use made of the sports pitches and pavilions is recorded. These calculations are cross referenced/reconciled against league fixture reports posted on line. This process, whilst being very accurate, is very resource hungry. Following the Service restructure the level of resourcing required to continue billing in this manner is no longer available. A simpler means and basis of billing is needed.
- 4.5 The basis of the charging structure now being proposed is that of a single annual fee. This fee would be different for the various sports being played ie rugby, football, and cricket, and for the other uses made of our sports pavilions. The justification for this is number of fixtures played annually by the various sports, training requirements, etc. For the three sports (rugby, football and cricket) concerned, different single annual fees have been calculated for the various teams that would normally form a club, i.e. first senior team, second and subsequent senior teams, mini/junior section, etc. On the basis of individual club set ups at the start of any season, which can be verified by league records and fixtures on-line, an 'all in' annual fee can be calculated for each of our user clubs. It would be possible to break this annual fee down into quarters for instance to assist clubs with payment – some clubs may not be able to pay a one off fee, particularly if this fee was charged in advance, which is a consideration, and is an arrangement which would avoid scenarios of clubs/users not settling bills at the end of the season, which does happen. Casual or one off types of use will continue to be charged on a match by match basis as now. These fees will be reviewed on a regular basis and adjusted in accordance with the Councils financial procedure rules.
- 4.5 The adoption of the 'new' scale of charges will be cost neutral assuming that there is full take up of the key holder arrangement and that the current levels of use

continue. The proposed 'new' scale of charges is provided in **Appendix 1**. This will supplement and sit alongside the current scale of charges, which has also been included for completeness and comparison purposes in **Appendix 2**.

5. Effect upon Policy Framework & Procedure Rules.

5.1 This report has no effect on Policy Framework and Procedural Rules.

6. Equality Impact Assessment

6.1 The consultation referred to in this report discharged the Council's commitment and duty under the provisions of the Equality Act 2010 to consult with appropriate groups and individuals on proposed changes to service provision. The initial screening Equality Impact Assessment (EIA) identified that although a large group of people could potentially be affected by the policy change, the change will impact in the same way on groups with 'protected characteristics, and the need to carry out a full EIA was, therefore, deemed of a low priority i.e. a full EIA to be conducted within three years of the introduction of any service changes.

7. Financial Implications.

7.1 The savings identified from the implementation of the management and caretaking arrangements total £165,000 which will contribute towards the MTFs saving in 2015/16 of £437K and in 2016/17 of £100K.

7.2 The adoption of the 'new' scale of charges will be cost neutral assuming that there is full take up of the key holder arrangement and that the current levels of use continue.

8. Recommendations.

Cabinet are asked to:

- i. to note the proposed timescales for the introduction of the new cleaning arrangements for sports pavilions and key holder arrangements for users, and
- ii. to delegate to the Corporate Director Communities the power to finalise the terms of the Key Holder Agreement in consultation with the Corporate Director Operational and Partnership Services and to enter into a Key Holder Agreement with the relevant key holders, making such additional amendments and modifications to the Agreement as the Corporate Director Communities believes is appropriate in individual cases in consultation with the Corporate Director Operational and Partnership Services
- iii. to approve the introduction of a new charging structure for club use of sports pitches and pavilions as detailed in the report, following the changeover to key holder arrangements and Cabinet approve the fees detailed in Appendices 1 & 2

Mark Shephard
Corporate Director, Communities
14 October 2014

Contact Officer: Andrew Hobbs
Group Manager – Streetworks

Telephone: (01656) 643416

E-mail: andrew.hobbs@bridgend.gov.uk

Postal Address Bridgend County Borough Council
Civic Offices
Angel Street
Bridgend
CF31 4WB

Background Papers: Cabinet Report 1st September 2015

Appendix 1

SEASONAL/ANNUAL FEES FOR KEY HOLDER CLUBS/USERS
(INC. V.A.T.)

PLAYING FIELDS AND PAVILIONS

Sporting use of pitch(es) and pavilion

Football	Seasonal Cost	Rugby	Seasonal Cost (incl. training)	Cricket	Seasonal Cost
1st Senior Side	£970.90	1st Senior Side	1423.40	1st Senior Side	£788.20
Any other sides (each)	£922.45	Any other sides (each)	1387.70	Any other sides (each)	£748.86
Junior / Mini Section	£2300.00	Junior / Mini Section	£3500.00	Junior / Mini Section	£1890.00
Sunday League Side	£600.00				

Annual use (pavilion) for meetings,

	Once per week	Once per month
Full	£577.10	£172.90
Concessionary	£331.50	£97.20

Annual use - Playgroups

Weekly usage:	Annual cost
Full Week (4-5 days)	£2379.00
Part Week (1-3 days)	£1427.40

Appendix 2

**BRIDGEND COUNTY BOROUGH COUNCIL
SCALE OF CHARGES
(INC. V.A.T.)
FROM 1st APRIL, 2016
PLAYING FIELDS AND PAVILIONS**

<u>SPORTS PITCHES (RUGBY/FOOTBALL)</u>	Pitch Only	Use of Pavilion	Total Charge
Full (Inc. Pitch Marking)	£33.40	£17.70	£51.10
Concessionary (Inc. Pitch Marking)	£21.30	£11.30	£32.60
Mini Football	£15.90	£11.30	£27.20
 <u>SPORTS PITCHES (CRICKET)</u>			
Full - Prepared Wicket (Manned grounds only)	£38.60	£17.70	£56.30
Concessionary - Prepared Wicket (Manned grounds)	£25.10	£11.30	£36.40
Full - Club Prepared Wicket	£26.90	£17.70	£44.60
Concessionary - Club Prepared Wicket	£15.90	£11.30	£27.20
Full - Artificial Wicket	£23.20	£17.70	£40.90
Concessionary - Artificial Wicket	£13.10	£11.30	£24.40
 <u>SPECIAL DAY EVENTS FOR COMMUNITY USE INVOLVING GROUND AND PAVILION</u>			
Full	£103.90	£67.60	£171.50
Concessionary	£ 61.80	£37.80	£ 99.60
 <u>PAVILION USAGE ONLY</u>			
Meetings (up to 4 hours) - Full		£24.80	
Meetings (up to 4 hours) - Concessionary		£14.30	
Social Events (up to 4 hours) – Full		£74.50	
Social Events (up to 4 hours) - Concessionary		£42.70	
 <u>ANNUAL USE (PAVILION)</u>			
Once weekly - Full		£577.10	
Once weekly - Concessionary		£331.50	
Once monthly - Full		£172.90	
Once monthly - Concessionary		£ 97.20	
Pre-school play group per session		£12.20	

**PRICES SUBJECT TO ALTERATION BY COUNCIL
CONTACT NUMBER FOR ALL ENQUIRIES: (01656) 815191**