

BBHLC Joint User Group Meeting Minutes

**Held on 29th February 2012 at
Broadbridge Heath Leisure Centre
Horsham**

Attendees

Representing	Name	Phone No.	e-mail address
HBS / HJ/ Gym User	Ron Shannon	07725 723897	r.shannon@blueyonder.co.uk
-	Paula Glover	07768 120591	paula.glover1@btinternet.com
Horsham Joggers	Tony Johnson	-	tony@roosthole.co.uk
Horsham Joggers / Gym user	Peter Everett	01403 257387 07985 079080	everett.peter@gmail.com
50+	Sheila White	01403 267355	billandsheilawhitel@talktalk.net
Horsham Blue Star	John Linfield	01903 814685	john@jlinfield.plus.com
HDC	Malcolm Curnock	01403255205	malcolm.curnock@horsham.gov.uk
BBH Gym User	Paul Bassett	07540 787365	info@efdarchitects.com
Forest Neighbourhood Council	Rob Hardy	07881 505961	hardysat20@aol.com
England Athletics	Elspeth Turner	07815 072558	eturner@englandathletics.org
HAODS	Ray Fisher	01403 790717	rayfisher77@btinternet.com
Horsham Arun Badminton Club	Mo Gibson	01403 259549	mo_gibson@hotmail.com
Horsham Arun Badminton Club	Marilyn Thair	01403 260463	marilynthair@btinternet.com
50+	Sue Kornycky	-	kornycky@btinternet.com
HDC	Frances Haigh	-	frances.haigh@horsham.gov.uk
BBHLC	Emma McCormick	-	emmaMcCormick@dcleisure.co.uk
HDC	David Holmes	-	avidd@globalnet.co.uk
50+	Paul Kornycky	-	kornycky@btinternet.com
HAODS	Barry Syder	-	barry@syderandyoung.co.uk
Theatre 48	Lee Wiginton	-	leewiginton@btinternet.com
Probus Club of Horsham Arun	Michael Jones	-	michaelrjones@clara.co.uk
Ladies Morning (Wednesday) (Tennis)	Trisha Williamson	-	PatriciaWilliamson527@btinternet.com

Representing	Name	Phone No.	e-mail address
Apologies/Not Present			
Horsham Blue Star	Keith May	-	kmaystar@aol.com
Horsham Joggers	Julia Johnson	01403 257469	julia@roosthole.co.uk
BBH Football Club	Andy Crisp	-	crispandy@hotmail.com
Semka Karate	Paul Elliott	07778 058482	semka@btopenworld.com
Semka Karate	Kevin Bland	07712 172993	kevin@theblands.co.uk
Semka Karate	Alex Bland	01403 264326	alex@theblands.co.uk
50+, YMCA	Richard Webb	-	gyronita@aol.com
BBHLC	Nicky Moynihan	-	nickymoynihan@hotmail.com
50+	Vivienne Nuttall	07983 504562	vnuts@hotmail.co.uk
BBHFC	Keith Soane	01403 255229	keithsoane@talktalk.net
BBHFC	Sam Chapman	-	mchapman1@wsgfl.org.uk
Hockey	Steph White	-	steph.white@yahoo.com
Hockey	Nick Evans	-	nick.evans@uk.ibm.com

Introduction

1. Tony Johnson welcomed all attendees to the meeting. He thanked HAODS for the use of their room for the meeting.
2. Apologies were noted and four new members Barry Syder (HAODS), Lee Wiginton (Theatre 48), Michael Jones (Probus Club) and Trisha Williamson (Ladies Morning) were welcomed.

Notes from Meeting

Last Meeting Minutes

3. The minutes of the last meeting were accepted. A question was raised on item 14, whether any money had yet been requested. No money had been requested but that situation could rapidly change!

Relationship with Horsham District Council

4. A meeting had been held with Horsham District Council (HDC) (Councillor Chowen) last week. Two questions were also asked (by Paula and Peter) at last week's Council meeting. A brief summary of the outcomes and what was discussed was provided.
5. The meeting provided interesting information and was positive. The point was emphasised by Tony to the Councillors that there were benefits to both sides if Broadbridge Heath User Group (BJUG) worked with HDC. One of the benefits highlighted was a reduction in the Freedom of Information (FOI) requests if information could be provided to BJUG. However if this is not forthcoming the FOI would probably be the route used again.
6. In answer to a question on cooperative working, Jonathan Chowen said that he was completely open-minded and will use information from BJUG. However there was no indication that HDC would reciprocate and provide BJUG with any information.
7. Other points noted were:
 - a. Assessing the value of the site is being done by HDC in parallel with the consultation process. There will be a workshop on financial aspects but information on this was not given (ask at Thursdays meeting with Council members);
 - b. Individual User Groups have been invited to the meeting (presentation) tomorrow (1ST March) but quite a few of the other BBHLC Groups have not been contacted by HDC;
 - c. Need to assess how BBHLC is being used so the information provided by BJUG will be useful;
 - d. There is concern over the timeframe for consultation.
8. It was appreciated that the meeting was beneficial in that it cleared the air. Consequently the Terms of Reference for BJUG can now be written. Peter has prepared a draft mission statement and would like any comments. A paper copy was made available to take away for review.
9. David Holmes provided a summary of the consultation process. Consultants Rachel Fowler and Kevin Goddam have been appointed and have a 28-day contract in which to complete the task.
10. The consultants have intimated they can meet the timescales. Rachel is looking at "what is the need", whilst Kevin is looking at financial issues. They are intending to carry out the

bulk of the consultation with users next week and the meeting tomorrow is the first step in the consultation process. Halfway through this process there will be a workshop looking at the BBHLC building itself, a wider scope looking external to the building and identifying the options. Natalie BP and Jonathan Chowen accept the future strategy for BBHLC needs to ensure that all activities are accommodated.

External Publicity & Promotion

11. The BBHLC JUG website is now up and running at www.bbhleisurecentrejug.org.uk.
12. To ensure consistency and good presentation all information for the website and any comments made should be directed to Paula via her contact details on the Attendees List at the front of these minutes.
13. There are tabs down the side of the main page of the website which will lead to a separate page for each user group. Paula is asking for material to put on each page and has provided some hints:
 - a. General information on group including numbers, times of activities etc.
 - b. Add why BBHLC is important to the group;
 - c. Any photos (please be aware of children safeguarding issues if providing photos which include children);
 - d. Good news stories i.e. articles such as an individuals health improvements;
 - e. Any other information which would help the cause.
14. Paula has a list of potential sources of information including the Olympic discus hopeful Jade but any additional ideas would be welcome.
15. HDC have expressed interest in the website, a page has been developed for them.
16. An article in the West Sussex County Times will launch the website tomorrow (1st March 2012). PMN: This is now in the 8th March issue.
17. Sheila, Paula and Steve Lancaster were thanked for their efforts in developing the website.
18. Another potential source of a good new story is the England Athletics Countdown to the 2012 Olympics – 100 days to Go event (18th April) which Horsham Blue Stars (HBS) are participating in. Details of this event will be promulgated once known however it envisaged that one event would be a Quinn (5 events) Kids event from 5.30 to 7pm. It is hoped other groups will be able to participate in this celebratory event. HBS and Horsham Joggers to develop a programme and timetable.
19. A general point was made on the need for communication within BJUG. All communications should be routed via Paula so that a consistent approach is adapted. A Twitter page could help aid communications. There is currently no focal point for information and this is recognised as an important source of information not currently being shared with everyone.
20. Ray informed the Group that HAODS were holding an event at the Bandstand in the Carfax (Horsham Town Centre) on Saturday 14th April 2012. They would consider including information on the BBHLC and BJUG at this event. He will keep BJUG informed of developments.

Community Managed Facilities & Funding

21. Paul and Paula commented on their visit to the Lilian Baylis School (Lambeth). Both were very complimentary and inspired to see so much going on. A lot had been achieved showing what a community effort could accomplish. Paul commented on a “spiders web” where so much was achieved involving a whole spectrum of people.
22. Initial lease was a 5 years lease, now it is 25 years. They have a £2 million grant and have developed such facilities as a 100m training track and Astra turf pitches. An onsite developer who is supporting the initiative is providing a sports hall to the community.
23. The “Lambeth” model shows that looking at a Social Agenda/Localism Act approach is an option that BJUG needs to consider.
24. The following points were made about funding:
 - a. Sport England has a new middle of the road (financial) grant scheme that may suit BBHLC. Early contact with Sport England will be beneficial;
 - b. Sport England need to be involved;
 - c. HDC will be interested and need to be involved; an option could be a halfway house with part responsibility on funding.
25. A major concern is that the DC Leisure contract ends November 2012. BJUG needs to be aware of the implications and be prepared. An example of what could be initiated is a community action plan to deal with the running of the BBHLC if required.
26. It was identified that the role of the BBH Parish Council and BBH Football Club is important. Early dialogue will help develop options with their involvement. BBH parish website identifies both a district facility and a community facility in reference to the BBHLC as well mentioning a non-binding memorandum. This needs to be discussed to clarify each group’s position in relation to BBHLC and HDC.

Stakeholder Engagement

27. Paul and Peter are developing the information on stakeholders. Questions and a questionnaire need to be short. Information required for example is:
 - a. Demographics;
 - b. Geographic distribution of users (postcode);
 - c. Travel needs /distance;
 - d. Time of day of usage;
 - e. Facilities / rooms used.
28. As the BBHLC reception kiosk are not aware of the exact usage of the facility the intended strategy by BJUG will aim to provide each user group with a ‘description of usage sheet’ where they can record numbers, etc in a tick box style questionnaire. This will be left at BBHLC reception kiosk for distribution to each User Group and to be completed for each session. Gym users also need to be included in the collation of information.
29. This information will help develop the information on the website. Business users, both those resident within BBHLC and organisations that use BBHLC on an occasional basis need also to be captured to provide the full picture. There are also issues like groups within groups e.g. badminton that need to be captured.
30. Lastly Paul noted that he has now secured an Ordnance Survey map, which will help in developing the detail for the options such as the footprint of the BBHLC building.

Business Case and Options

31. The options before Xmas had not yet really been developed as not much information has been forthcoming from HDC. Now there are currently four options:
 - a. Refurbishment of the current centre;
 - b. Relocate to new centre nearby;
 - c. Relocate to completely new site;
 - d. Relocation of subsidiary facilities only.
32. Paul K provided the rationale behind the options (and a graphic). It is well understood that finances are a major concern; therefore any option must focus on the financial implications. Annex A of these minutes provides more details on the rationale.
33. The graphic provided a pictorial representation of an option. It should be noted that this option would keep the outdoor and indoor track.
34. It is proposed to show HDC this as an option to be considered, the main points being that this option will release about 35% of the retail area, will provide continuity in service provision (BBHLC staying open) and is the basis for a financially viable option.
35. Some issues on this option were discussed:
 - a. Issue with revenue costs, financial issues with HDC and BBH FC;
 - b. Long term view (10 years on);
 - c. How to help fund options (noted that Sport England funding is for schools);
 - d. The outdoor track will always be a consideration because of its Footprint;
 - e. Time factor pressure on financial issues.
36. It was thought this was a reasonable way forward and it provides an affordable option to keep BBHLC open. This option could provide a basis for a strong bargaining position for further discussions.
37. It was noted that the deadline on the contract with DC Leisure is an important issue. The condition surveys on BBHLC highlighted structural issues, but also that a significant sum of the costs of repair would have to come from DC Leisure. Annual memberships would also be an issue. In all the closure would have a significant financial burden on DC Leisure.

AOB

38. On the 25th April HDC will be presenting options, after which there will be a 6-week consultation period. A website will be used for this consultation so it will be valuable if members of BJUG understand the process before the beginning of the exercise. There is currently a consultation on the new build of houses and it would be a good example to use to find out what is involved in a website based HDC consultation process.
39. The need to talk soon with other Groups i.e. BBH Football Club and BBH Bowls Club was highlighted due to the tight timeframe. BJUG also need to consult with daytime badminton, who are very concerned about the situation, as there seems to be mixed messages coming from other groups.
40. Sheila is currently trying to find out more information on a 24-hour table tennis event relating to the potential closure of BBHLC that is being organised by "Young at Heart" (Holbrook).
41. It was noted that the next council meeting was on Wednesday 25th April.

Date of next Meeting

42. Meeting closed at 22.00. Date of next meeting will be at 8.0 pm on the 21st March and 18th April 2012 at BBHLC in the HAODS Room.

Annex A

BBHLC Joint User Group – Ideas for the Future

Scenario

Research & analysis of current & future usage of BBHLC facilities have determined that there is a definite need & that options should be developed to establish an affordable way forward.

Assumptions

- Just 1 Ha of 'adjacent' land has been 'reserved' for 'Leisure Centre extension' as part of the West of Horsham Development
- Condition Surveys have identified £1.2m of potential maintenance spend, with a 5 year horizon
- BBH Quadrant has significant potential retail development value
- Even if existing facility is not the long term answer, it will be needed for interim provision

Options

- Refurbish existing facilities & stay as we are.
- Relocate to a new centre built on reserved 1Ha, keeping existing outdoor track
- Complete relocation to a new Horsham site
- Relocate MUGAs, Car Park, Indoor Bowls (utilising 1Ha), keeping centre buildings & outdoor track.

Refurbish existing facilities & stay as we are

Main Issue(s): Affordability, no Quadrant Retail Space released

Relocation to Local New Centre

Main Issue(s): Limited land space available & financial commitment (est. £10m for new centre)

Full Relocation to new Horsham Site

Main Issue(s): Timescales, major commitment

Relocation of subsidiary facilities only

This option is outlined below. It should not be considered as the only viable option. At this early stage, it does appear however to have the least issues & present a clear affordable way forward.

Rationale

Ignoring the outdoor track, the main leisure buildings have a relatively small footprint, when compared to the rest. The potential retail space freed up is significant (approx. 35% of overall Leisure Centre Site) & could generate much needed capital for HDC to finance services & build reserves. The Leisure Futures Study recommended relocation of Indoor Bowls Centre anyway. A

'full local relocation' site (3 Ha) was not secured as part of West of Horsham development outline plans.

Summary

Identify a suitable site & relocate the Indoor Bowls provision as a 'stand-alone' facility. Relocate the Leisure Centre MUGAs onto the 1Ha. Establish a joint car park facility with the BBHFC, away from the Quadrant. Refurbish the existing Centre as per Condition Survey.

Benefits

- Affordable ! (see below)
- Early release of significant part of Quadrant Retail Space
- Continuity of service provision
- Interim refurbishment spend on BBHLC is not wasted
- Integrates with current West of Horsham Plans
- Opportunity to link-up with 2 MUGAs already S106 secured
- Incremental & realistic approach
- Allows for sensible long term relocation, if justified

Milestone Plan (with speculative £)

(A) Repair BBHLC Roof & other essentials from Condition Survey

- a. 2012 to 2015
- b. Cost estimate £0.6m (50% of total)

(B) Relocate Indoor Bowls Centre

- a. 2015
- b. Lease expires Summer 2015
- c. Cost estimate £2m

(C) Relocate MUGAs & Car Park

- a. 2015
- b. Cost estimate £0.8m

(D) Redevelop 35% of total Leisure Centre Site into Retail

- a. 2015 onwards
- b. Capital realised £6m

(E) Complete Refurbishment of BBHLC

- a. 2016 to 2018
- b. Cost estimate £0.6m (50% of total)

(F) Transfer to Reserves

- a. £2m surplus remaining from retail opportunity

Long Term (at least 2020 onwards)

Either retain & invest in BBHLC **or** establish an alternate Horsham site for a seamless and orderly relocation of Leisure Centre & Track. This decision will depend upon the success & plans for the Quadrant as a retail venture. Also it will depend upon the continued success of the BBHLC & how its usage evolves with the new expanded communities surrounding Horsham. Either way there will be time to plan a sound long term outcome.

END (21st February 2012 – PK)