

# EPPING FOREST DISTRICT COUNCIL COUNCIL MINUTES

**Committee:** Council **Date:** 16 December 2014

**Place:** Council Chamber, Civic Offices, High Street, Epping **Time:** 7.30 - 8.50 pm

**Members Present:** Councillors A Boyce (Chairman), Mrs E Webster (Vice-Chairman), K Adams, K Angold-Stephens, R Bassett, W Breare-Hall, K Chana, D Dorrell, L Girling, R Glozier, P Gode, Mrs A Grigg, J Hart, R Jennings, Ms H Kane, H Kauffman, P Keska, J Knapman, Ms Y Knight, Mrs J Lea, L Mead, A Mitchell MBE, G Mohindra, R Morgan, S Murray, S Neville, J Philip, Mrs C P Pond, C C Pond, C Roberts, B Rolfe, B Sandler, Mrs M Sartin, Ms G Shiell, D Stallan, Ms S Stavrou, B Surtees, Mrs L Wagland, G Waller, A Watts, C Whitbread, Mrs J H Whitehouse, J M Whitehouse and D Wixley

**Apologies:** Councillors Mrs H Brady, R Butler, G Chambers, T Church, Mrs R Gadsby, Mrs S Jones, A Lion, Mrs M McEwen, H Mann, Mrs T Thomas, Ms S Watson and N Wright

**Officers Present:** G Chipp (Chief Executive), D Macnab (Deputy Chief Executive and Director of Neighbourhoods), C O'Boyle (Director of Governance), R Palmer (Director of Resources), A Hall (Director of Communities), S G Hill (Assistant Director (Governance & Performance Management)), A Hendry (Democratic Services Officer), S Mitchell (PR Website Editor), P Tredgett (Information Assistant), T Carne (Public Relations and Marketing Officer) and R Perrin (Democratic Services Assistant)

## 64. WEBCASTING INTRODUCTION

The Assistant Director of Governance and Performance Management reminded everyone present that the meeting would be broadcast live to the Internet, and that the Council had adopted a protocol for the webcasting of its meetings.

## 65. MINUTES

### RESOLVED:

That the minutes of the Council meeting held 4 November 2014 be taken as read and signed by the Chairman as a correct record.

## 66. DECLARATIONS OF INTEREST

There were no declarations of interest pursuant to the Council's Code of Member Conduct made on the business of the Council meeting.

## 67. ANNOUNCEMENTS

### (a) Announcements by the Chairman of the Council

#### (i) Events;

The Chairman reported that he had attended 24 events since the last meeting of the Council. The Council noted that the Chairman had attended services at Epping War

Memorial and Epping Cemetery, a service at St John's Church, Buckhurst Hill, St Andrew's North Weald followed by lunch with the North Weald Parish Council, Friends from Norway and the Norwegian Ambassador and then onto a service at the Epping War Memorial and St John's Church, Epping. He had also attended the Ambulance Awards for Essex, Cambridge and Bedfordshire area, the Chigwell School choir performance, a function for 'Access to Finance' with Councillor Grigg at the Civic Offices, a presentation at North Weald Airdrome to the Essex Ambulance Service, a meeting at Collier Road, Romford for the Carers Carers, the unveiling of a mural completed by residents and artists at Norway House, the Salvation Army Carol Service at Theydon Bois, the Army Cadets play in Epping, lunch at the Citizen Advice Bureau in Waltham Abbey, the Royal Mail sorting offices in Epping and Ongar, a Befriending group in Loughton with Voluntary Action Epping Forest, the Friends of Ongar Carol Service, the Carol Service in Brentwood and a service at Chelmsford Cathedral. The Chairman finally advised he had donated the remaining Tour de France T Shirts to 'Crisis at Christmas' charity in London.

(ii) Floral display

The Chairman advised that he intended the flowers from tonight's meeting to be sent to St Clare's Hospice, Hastingwood.

**(b) Announcements by the Leader of the Council and Portfolio Holders**

There were no announcements under this heading.

**68. PUBLIC QUESTIONS (IF ANY)**

The Council noted that there were no public questions to be considered at this meeting.

**69. QUESTIONS BY MEMBERS UNDER NOTICE**

The Council noted that there were no Member questions made with notice to be considered at this meeting.

**70. REPORTS FROM THE LEADER AND MEMBERS OF THE CABINET**

The Council received written reports from members of the Cabinet.

The Chairman invited the Leader to provide an oral report and other members of the Cabinet to give an oral update.

(a) The Leader of the Council

The Leader advised that the Council that he had recently visited the food bank at St Mary's Church in Loughton and congratulated them on the wonderful service they provide the community, especially at this time of year. He had attended the Local Councils Liaison Committee with the Essex County Portfolio Holder for Highways Maintenance and Small Schemes Delivery, Councillor E Johnson, who updated attendees on a range of highways issues. The Cabinet had also asked the Parking Partnership Officers to attend a future meeting of the Overview & Scrutiny Committee later on in the New Year, to enable members the opportunity to question officers. The Leader advised that the Council had recently held a Planning and Review day for the Local Strategy Partnership and Members would receive a report on the event. Finally the Cabinet had attended the Locality Board held at the Civic Offices, where mutual concerns of the Council and Essex County Council (ECC) were discussed with the

local MP Eleanor Laing regarding Council House Building Programme, Empty Homes, and the new Economic Development Strategy for Essex.

(b) Assets and Economic Development Portfolio Holder

Councillor Grigg advised that the sale of Leader Lodge had been completed and agreement had been reached in principle between the ECC and Epping Forest District Council (EFDC) to purchase the school site at St John's Road, Epping. The detail of the deal was yet to be finalised in legal documentation and involved not simply a payment but had the potential to bring Lindsay House into a much needed residential use. Alongside this agreement, Solicitors had been instructed to negotiate with Frontier Estates in order to secure the best deal for EFDC and the Town Council. It was made clear that the best deal would mean, best for Epping as a town and as a District and would involve price considerations and also the best mixed use scheme possible which should boost the town and bring employment opportunities. The Portfolio Holder stated that the proposal must also respect the built heritage and retain certain features of importance, whilst providing new premises for the Town Council in the heart of the town better suited to their needs.

(c) Finance Portfolio Holder

Councillor Stavrou advised members of an update on the Autumn Statement, which stated that there would be no further reduction to Local Authority funding for 2015/16 and that the Government would work towards giving Local Authorities control of multi-year funding settlements, business rates and licensing after the next spending review enabling the Council to forward plan and create better service delivery. Councillor Stavrou advised the Council that the inflationary increase for 2015/16 had been capped at 2%. Other points worth mentioning were the £1000 discount of rateable values for retail pubs and cafes below £50,000 increasing to £1500, the doubling of small business rate relief for another year, an extension to April 2017 for transitional businesses with a rateable value up to £50,000, a review of the future structure of business rates in 2016 and reducing the costs of local licensing regime by 2018.

(d) Governance and Development Management Portfolio Holder

Councillor Philip advised that following the fraudulent purchase of a Council House property in Waltham Abbey previously reported, Chelmsford Court had awarded the Council compensation of just over £85,000 and £3,000 for costs. A portion of the funds would be passed onto Chelmsford Borough Council for the work they had undertaken. Councillor Philip advised that the Council should be able to provide a similar service once the new Fraud Team established itself. Equally, Councillor Philip reassured the Council that if the person had to sell the property, the Right to Buy causes would ensure the Council received back some of the discount. Councillor Philip advised that the Individual Elector Registration process had received additional funding, which would enable the Council to send a letter to all residents in District to make sure they were registered to vote and to enable residents to update their information. Finally, baby changing facilities had been installed in the Civic Offices in the first floor disabled toilets.

(e) Safer, Greener and Transport Portfolio Holder

Councillor Waller advised that County Councillor Bass had approved the Key Decision for Epping Forest Community Transport (EFCT) to become an independent charity and offered his congratulations. The EFCT was currently short of volunteers and if Members knew of anyone who would be able to offer their time, could they get in touch with Councillor Waller.

**71. QUESTIONS BY MEMBERS WITHOUT NOTICE****(a) Child Services**

Councillor Surtees asked the Finance Portfolio Holder whether the recent research from the Children's Society who advised that 32% families who sought help with problem debt from their Councils thought that it was not helpful and whether the level of service for EFDC was much higher and if she had access to information to support this?

Councillor Stavrou advised that her impression of the Council was that EFDC had a very good reputation with the residents and she had not heard of any concerns or complaints. If there was any further information, she would pass it onto Councillor Surtees.

**(b) Shredded paper collections**

Councillor Sartin asked the Environment Portfolio Holder about the clarification of the collection of shredded paper?

Councillor Breare-Hall advised that a contamination leaflet which referred to shredded paper was to bring awareness of the cost that contamination in recycling could cost the Council. He advised that shredded paper would now be accepted in the recycling sacks.

**(c) Stanstead Consortium**

Councillor J H Whitehouse asked the Leader of the Council about the Cabinet decision for annual subscription to the London Stansted Cambridge Consortium and what benefits this would bring to the District and how it could be justified, when proposed savings would directly affect residents.

Councillor Whitbread advised that the Cabinet looked for investments and job creation in the local area and the partnership work along the M11 corridor was fundamental in promoting the District on a wider level. The Leader advised that he would bring forward a report on the benefits of the Consortium. Any savings had been in the back office first, before front line services had been considered.

**(d) Highways**

Councillor Murray asked the Leader that following the recent Essex Highways survey, which had confirmed that the roads in this part of the County were the worst, whether he was satisfied that ECC would rectify this and was this evidence that EFDC were not a priority?

Councillor Whitbread advised that improvements could be made and that the District's County Councillors were working hard to improve the problems and Members should get behind the County Councillors.

**(e) Countrycare**

Councillor C C Pond asked the Safer, Greener and Transport Portfolio Holder whether there was a charge for the Countrycare visit to Wormley Primary School?

Councillor G Waller advised that Countrycare had charged the Primary school for their service.

(f) North Essex Parking Partnership (NEPP) - Enforcement in Chigwell

Councillor Wagland asked the Safer, Greener and Transport Portfolio Holder about the absence of the NEPP patrolling in Chigwell and what award the NEPP received that they referred to on their correspondence, if they were unable to patrol the Chigwell Parade.

Councillor Waller advised that enforcement by the Civil Enforcement officers had recently fallen below the required standards because of problems with a suitable location for refreshment breaks for the officers and a new enforcement manager had been recruited. He advised that arrangements were being made to meet with the new manager and potentially a schedule of surgery's to be arranged so that members could meet to discuss enforcement issues.

(g) Section 106 – Langston Road, Debden Loughton

Councillor Angold-Stephens asked the Assets and Economic Development Portfolio Holder whether the 106 section agreement with Polofind would be taken into account in any further negotiations and what action the Council intends to take in respect of the approximant 300 cars currently parked on the site?

Councillor A Grigg advised that the officers were looking into the 106 agreement and would probably be taken into account with the negotiations with Polofind. With regards to the 300 cars parked on the land, the Director of Governance advised at Cabinet on 15 December that it was Polofind's land and the removal would be down to them. Councillor Grigg advised that the Portfolio for Safer, Greener and Transport would probably have to take this into consideration when the Debden Broadway Parking Review was completed.

(h) St John's School – Use of Car Park

Councillor J M Whitehouse declared a personal non pecuniary interest in this item due to be a resident of St John's Road, Epping.

Councillor J M Whitehouse asked the Assets and Economic Development Portfolio Holder whether any consideration had been given to using the St John's Primary School car park to allow permit holders of the Bakers Lane Car Park to park, whilst the site goes through the Council's planning procedures?

Councillor Grigg advised that they would view the idea favourably once EFDC owned the site, although there may be reasons why they may not be able to do this.

(i) Buckhurst Hill Parking Review

Councillor Neville asked the Portfolio Holder for Safer, Greener & Transport whether he had any further indication for the works to commence on the Buckhurst Hill Parking Review and whether he knew which road would be first.

Councillor Waller advised that all the necessary preparation works had been completed and although he did not have an exact date or starting street, he believed it would start without delay.

(j) Housing problems

Councillor Knapman asked the Portfolio Holder for Governance and Development Management whether a recent comment about Chigwell residents would resolve the Housing problems in the District.

Councillor Philip advised that he was sure that the Council had a proper approach to the Housing issues in the District.

(k) Local Plan

Councillor Surtees asked the Portfolio Holder for Planning Policy that in response to a number of enquiries about a planning policy matter, a senior member of the coalition cabinet cited delays by District Councils in preparing the local plan as a reason for uncertainty continuing and could he comment on EFDC in this respect?

Councillor Bassett advised that Local Plans were not something to be undertaken lightly and that the Council had to consult with residents and come up with solutions that were acceptable to them and the District. With regards to EFDC, he had tried to do as much consultation with every Member on the best way forward and advised that the process was very prescriptive, with different inspector's decision changing the goal posts and clarifications from Government not always clear. The aim was to get the Local Plan right first time for all concerned.

(l) Lighting on Council Garage Sites

Councillor Sartin asked the Portfolio Holder for Housing about the lack of lighting in a garage site that a resident had raised concerns over for her safety and whether there was any possibility of lighting being put into the area?

Councillor Stellan advised that as long as the site has not been included in the Council House Building programme document July 2012, he would go back to officers to see whether anything could be done.

## 72. MOTIONS

The Chairman reported that there were no motions to be considered at this meeting.

## 73. LEISURE AND CULTURAL STRATEGY

Councillor H Kane presented a report on the adoption of the Leisure and Cultural Strategy and the 20 key recommendations.

Report as first moved **ADOPTED**

**RESOLVED:**

That the Leisure and Cultural Strategy attached as Appendix 1 to these minutes be adopted.

## 74. CALENDAR OF COUNCIL MEETINGS 2015/16

Councillor Philip presented a report regarding the Calendar of Council Meetings 2015/16 with the addition of two meetings of the Development Control Chairman and Vice-Chairman on 23 September 2015 and 23 March 2016.

Report as amended **ADOPTED**

**RESOLVED:**

That the Calendar of Council Meetings 2014/15 attached as Appendix 2 to these minutes be adopted.

**75. LOCAL COUNCIL TAX SUPPORT SCHEME**

Councillor Stavrou presented a report recommending no changes to the Local Council Tax Support Scheme 2015/16.

Report as first moved **ADOPTED**

**RESOLVED:**

That no changes be made to the Local Council Tax Support Scheme 2015/16 other than the annual uprating of premiums, allowances, non-dependent deductions and any changes to the national pension age scheme that were required to be reflected in the Council's Scheme.

**76. OVERVIEW AND SCRUTINY****(a) Report of the Chairman of the Overview and Scrutiny Committee**

The Council received a written report from Councillor Morgan, the Chairman of Overview and Scrutiny Committee.

Councillor Morgan advised that all members had recently been invited to provide feedback on the preferred option of the Task and Finish Panel, which was considering the future structure of the Scrutiny Panel framework and would feed in to the final proposal to be considered by the Overview and Scrutiny Committee in February 2015. Unfortunately, very few members had responded and in order to contribute to this process, members were asked to submit any views on the preferred structure option to Democratic Services by 19 December 2015, so that these could be considered by the Task and Finish Panel at its meeting on 15 January 2015.

**77. JOINT ARRANGEMENTS AND EXTERNAL ORGANISATIONS****(a) Grange Farm Trust**

Councillor M Sartin advised that she had been unable to attend the most recent Grange Farm Trust meeting and would report back to the Council at the next meeting.

**(b) Stansted Airport Consultative Committee**

Councillor M Sartin reported that following the Council's motion regarding Proposed Charges on 6 November 2012, the new owners had reconsidered the 10 mile radius and had included some areas of Epping Forest District in the scheme and would be in place Spring 2015 to provide discounts to residents dropping off passengers.

**(c) Lea Valley Regional Park Authority**

Councillor J M Whitehouse asked that a report be made by the representatives from the Lea Valley Regional Park.

**78. EXCLUSION OF PUBLIC AND PRESS****RESOLVED:**

That the public and press be excluded from the meeting for the item of business set out below on the grounds that it involves the likely disclosure of

exempt information as defined in the paragraphs of Part 1 of Schedule 12A of the Local Government Act 1972:

<b><u>Agenda Item No</u></b>	<b><u>Subject</u></b>	<b><u>Exempt Information Paragraph Number</u></b>
16	Licence Fee for North Weald Market	3

## **79. LICENCE FEE FOR NORTH WEALD MARKET**

Councillor Grigg presented a report seeking a variation to the Market Licence Fee for North Weald Airfield Market.

Report as first moved **ADOPTED**

### **RESOLVED:**

- (1) That the Council would vary the current licence on a temporary basis to eliminate any fixed fee and alternatively would receive a 75% profit share from Hughmark Continental Limited, regarding North Weald Airfield Market;
- (2) That a formal review of the variation to the licence of North Weald Airfield Market would take place at the meeting of the Cabinet Committee on the 23 April 2015;
- (3) That as a condition of the variation all outstanding arrears were brought up to date;
- (4) That a 100% of the rate reduction that Hughmark Continental Limited had applied for at North Weald Airfield Market be paid to the Council; and
- (5) That all of the above conditions were backdated to the beginning of the financial year, 1 April 2014.

**CHAIRMAN**



# Epping Forest District Council

## Leisure and Cultural Strategy



2015 - 2025

<b>CONTENTS</b>	<b>Page</b>
<b>SECTION ONE</b>	<b>INTRODUCTION:</b>
	The purpose of the Strategy 1
	How has this Strategy been developed? 1
	What is Leisure and Culture? 2
	Why is a Strategy needed? 3
<b>SECTION TWO</b>	<b>THE EPPING FOREST DISTRICT NOW AND FUTURE:</b>
	Character of the District 5
	Demographic Considerations 5
	Economy and Employment 6
	Draft Community Vision 8
<b>SECTION THREE</b>	<b>LINKS TO OTHER STRATEGIES:</b>
	National Policy 10
	Regional Policy 11
	Local Policy 12
<b>SECTION FOUR</b>	<b>PROVISION FOR LEISURE AND CULTURE:</b>
	Current Opportunities 16
	Future Need 19
<b>SECTION FIVE</b>	<b>DISTRICT COUNCIL PRIORITIES AND PROVISION:</b>
	Leisure Facilities 27
	Community and Cultural Services 31
	Health and Wellbeing 32
	Voluntary Sector and Partnership 34
	Tourism and Visitors 35
<b>SECTION SIX</b>	<b>RECOMMENDATIONS AND ACTIONS:</b>
	Summary of Key Recommendations 38
	Performance Indicators 40
	Culture and Leisure Action Plan 40
<b>SECTION SEVEN</b>	<b>BACKGROUND PAPERS</b>
	41

## INTRODUCTION

### **The Purpose of this Strategy:**

This document is Epping Forest District Council's (EFDC) Leisure and Cultural Strategy. Its purpose is to provide a policy focus for EFDC in its role in supporting the future provision of leisure and cultural opportunities, to meet the needs of residents and visitors to the District.

The overarching aim is to increase the number and frequency of people, participating in leisure, cultural and community activities, by ensuring that local provision is accessible and of the highest affordable quality. This is based on the rationale that if achieved, this will help improve health and wellbeing, raise aspiration and attainment, improve community cohesion and enhance the local economy. **(Recommendation 1)**

### **How has this Strategy been developed:**

The development of the Strategy has been steered by a Portfolio Holder Advisory Group, led by the Council's Leisure and Wellbeing Portfolio Holder.

The Terms of Reference of the Portfolio Holder Advisory Group are as detailed below:

- To assist in the development of a new Leisure and Cultural Strategy for the District;
- To seek to establish priorities for the future provision of Leisure and Cultural Services by the Council;
- To define the role that the District Council should play in addressing Leisure and Cultural need in the future;
- To identify any emerging socio-economic and demographic factors and their potential impact on the future provision of Leisure and Cultural Services;
- To review how the Council's services can help meet the aspirations of the West Essex Health and Wellbeing Strategy;
- To review the current services delivered under the existing Leisure Management Contract and to consider the type and level of future service provision to be sought, in any new contract.

- To critically review the Sports and Leisure Centres owned by the Council, giving consideration to their location, age, condition, costs/subsidy and make recommendations on future provision/investment.

The Advisory Group have met on a number of occasions and received presentations by a range of relevant officers engaged in the delivery of leisure and cultural services. The Group have also undertaken site visits to the Council's Leisure facilities.

### **What is Leisure and Culture:**

There are numerous definitions of both Leisure and Culture to be found. However, what is apparent is that for each of us, it can often mean different things. For some, it can mean playing sport or participating in the arts, for others it can involve enjoying our heritage, architecture and landscape, or simply spending time with friends or family.

Regardless of interpretation, there is a strong link between actively engaging in leisure and cultural activity and leading a better quality of life. Indeed, there is considerable evidence to suggest that such benefits include:

- Improving physical and mental health and wellbeing;
- Raising aspirations and achievements;
- Enhancing a sense of identity, building individual self-confidence and development;
- Contributing to community development, cohesion, inclusion and sustainability;
- Driving economic development – cultural and leisure employment, visitor economy, and inward investment.
- Reducing crime and anti-social behaviour.

### **Why is a Strategy needed:**

In common with other districts, a wide range of agencies work to develop and deliver leisure and cultural activities across Epping Forest. In addition to EFDC, these include community groups, private and voluntary sector clubs and organisations, the City of London Corporation, the Lea Valley Park Authority, Essex County Council, Town and Parish Councils, schools and colleges.

This Strategy creates the opportunity to improve co-ordination both within EFDC and in the context of its work with partners. Whilst the document will, therefore be of interest to anyone involved with, or who has a stake in the future provision of leisure and cultural opportunities, it should be stressed that the primary focus of the Strategy is the District Council's role going forward, identifying the Council's future priorities.

This emphasis has been driven by the fact that the Council is currently operating in an environment of constrained resources, a situation which is unlikely to change in the foreseeable future. The Council's Medium Term Financial Strategy requires the achievement of in excess of £2m of efficiency savings in the period 2015-2019. The provision of leisure and cultural services is the largest area of discretionary expenditure that the Council incurs, of some £3.6m per annum. (Net Expenditure 2014/2015 – Leisure Centres £2m, Arts £30k, Museum £437k, Sports and Health Development £291k, Community Development £251k, Limes Farm Centre £47k, Grants to Voluntary Organisations £210k). Therefore, there is a clear need to ensure that priorities are clearly established and that services are being provided in the most efficient way possible. It is also important that there are monitoring and evaluation processes in place, to ensure that desired policy outcomes are delivered and value for money is achieved.

For these reasons, it has been necessary not only to adopt a strategic approach, but also to primarily focus on the range of Leisure and Cultural opportunities directly provided or actively facilitated, by the District Council. Notwithstanding, the document does demonstrate the links to other strategic documents and as such, has not been developed in isolation. This is because as highlighted earlier, Leisure and Cultural activities have the ability to deliver across a number of broader themes such as Health and Wellbeing, Social Inclusion, Regeneration, Skills and Employment, Community Safety and Economic Development. Therefore, the relationship between this strategy and existing and emerging strategic documents, such as the Local Plan, the West Essex Wellbeing Strategy, the Local Strategic Partnership's Tourism Strategy and the work that has commenced on the emerging Corporate Plan and new Economic Development Strategy for the District, has been considered.

**(Recommendation 2)**

**The Period of the Strategy:**

In terms of the length of this Strategy, a balance has needed to be struck between taking a longer term view, for example, the new Local Plan will cover a 20 year period up until 2033, and a shorter term more pragmatic view, given the current uncertainty with regard to local government funding and legislative change.

A review of strategic documents, produced by other local authorities, shows a typical range of between 5-15 years. Given that the Council's own Corporate Plan, set for renewal in April 2015, covers a five year period, it has been determined that a

medium term vision of ten years (the potential length of any new Leisure Management Contract) with a formal five-year review, to coincide with the cycle of the Corporate Plan, was the most appropriate time frame for this Strategy.  
**(Recommendation 3)**

## **SECTION TWO – THE EPPING FOREST DISTRICT - NOW AND IN THE FUTURE:**

### **Character of the District:**

Epping Forest District Council abuts Greater London yet is dominated by open countryside. Over half of the approximately 124,700 residents live in the areas of Loughton, Buckhurst Hill, Chigwell and Waltham Abbey, which account for only 5% of the area of the district. Epping Forest is therefore, a largely rural district (over 92% Green belt), with individually distinct towns and villages, set in generally attractive countryside.

The key natural feature is Epping Forest itself, which runs along the north-west boundary of Buckhurst Hill and Loughton to the southern end of Epping. This part of the Forest (which extends south to Wanstead in London) is designated as a Special Area of Conservation, an acknowledgement of its international importance for nature conservation. There are several other ancient woods in the district, including part of the remnants of Hainault Forest. The district has a total of eight SSSIs although some of these straddle the boundary with other authorities. There are nine Local Nature Reserves and over 200 Local Wildlife Sites (LoWs).

Waltham Abbey, Epping and Chipping Ongar are market towns of medieval original, and the centres of several towns and villages, are also designated as conservation areas. The district currently has over 1,300 listed buildings, 34 scheduled monuments, and five registered parks and gardens. The Council has identified over 300 locally listed buildings. The built heritage is also therefore, very important with respect to the special character of the District.

The development of the Central Line in the mid to late 19<sup>th</sup> century led to huge expansion of Buckhurst Hill and Loughton and these two settlements now comprise the largest urban area in the district. The District is served uniquely in Essex by eight underground train stations. The M25 runs east-west almost through the middle of the district, with a local road interchange at Waltham Abbey. The M11 runs north-south, with a full interchange at Hastingwood, just south of Harlow, and a northward-off/southward-on interchange at Loughton. The A414 is a key east-west route in the county, crossing the district from Harlow to Ongar, on the way to Chelmsford and the Essex coast.

### **Demographic Considerations:**

The district's population has grown steadily over the last 50 years, from 108,000 people in 1961 to almost 124,700 in 2014. Population estimates and projections issued since the 2011 Census indicate that the population could potentially continue to rise to a total of approximately 142,900, by 2033.

The largest proportion of the population in the district (39.4%) lives within the more urban areas of Loughton, Grange Hill, and Buckhurst Hill. The market towns of Epping, Chipping Ongar and Waltham Abbey have 29.9% and the rural areas (including the large villages such as North Weald, Theydon Bois and Nazeing) account for the remaining 30.7%.

In terms of internal migration, the trend in recent years is for people to leave London to come to the district, and for local residents to leave the district to go to other areas. Within the region, the main exchange of population takes place between the district and other Essex districts.

The district's population is older than the average for Essex, and for England and Wales as a whole. Epping Forest District has less people in the 20 to 39 age bracket compared to Essex. Conversely, the district has more people within the 40 to 59 bracket (28.6% compared to 27.4% in Essex and 26.8% in England and Wales).

Projections suggest that this situation will become more pronounced in the next 20 years, as the large, already 'older' population ages further, leading to a higher 'average age' for the district. It is estimated that by 2020 over 55% of the District's population will be 60 years+.

Life expectancy in Epping Forest District is higher than the national average, and is rising steadily, following the national trend. Male life expectancy is 77.9 years, with female life expectancy 82.1 years, in both cases above the national averages. However, there is a variation of 8.8 years in life expectancy between the more affluent ward of Chigwell Village and some of the more deprived wards in Waltham Abbey.

The Joint Strategic Needs Assessment and Health Profiles for the District, indicate that 22.9% of the local adult population is classified as being obese with 17.8% of local children in school year six, being similarly classified.

The vast majority of the population remains White British, although the percentage of non-White British people has risen to over 20% since the 2001 census figure of 8.8%.

The population of the district is on average fairly affluent, but there are particular pockets of deprivation generally in the larger towns and urban areas, e.g. Waltham Abbey, Loughton Broadway and Grange Hill.

## **Economy and Employment**

The number of residents in full time employment is above the national average with 2.6% of the resident population being unemployed. However, there are currently



16% of children living in poverty in the district, with their families living on 60% of the national median average wage. Young people NEET (Not in Employment, Education or Training) is below the Essex Average, and has shown a continuing decrease in recent years.

The most dominant sectors for employment in the district are distribution, hotels and restaurants, banking and finance, and the public services. Recent growth in employment has been strong as the economy moves out of recession, particularly in the construction, transport and communication sectors. The District's business structure is dominated by micro businesses of 1 to 10 employees with a strong entrepreneurial spirit evident. Although formal educational attainment levels are Below average, despite some high performing schools, household income levels are above.

As might be expected due to the availability of transport links, there is a strong commuting pattern into London, with an estimated 65% of the working age population out commuting.

### **Epping Forest in the Future**

Some of the trends evident in the current profile of the District, that have been highlighted in the previous section, will occur naturally and will be taken into account in meeting future leisure and cultural needs. However, the Council's role as Planning Authority will be a key determinate of future change and provision for the District.

Previous Central Government regulations required every local authority to produce a Local Development Framework. However, change in regulation introduced by the coalition government, under the National Planning Policy Framework, now mean the Council must prepare a full Local Plan.

The Local Plan will set out the planning policies and land allocations that will guide development in Epping Forest District over the next 20 years. The Local Plan will use the views of the local community, coupled with a robust evidence base, to establish a Vision for how the district will develop (to include aspirations in relation to Leisure and Culture), along with detailed planning policies and specific land allocations.

There are a number of stages in the preparation of the Local Plan. The Council has published its revised timetable called the Local Development Scheme, which anticipates going out to consultation in May 2015 on Preferred Options. However, at an earlier stage in the process, a Community Visioning exercise was conducted, in the winter of 2010/2011.

This district-wide public Consultation gave local people the opportunity to say how they would like the area to develop over the next 20 years, identifying what issues were important to them in terms of future life in Epping Forest.

The key issues identified by the Community Visioning Consultation where:

- Conservation and enhancement of the **natural and historic environment**, including landscape;
- The need for homes and jobs in the areas;
- The provision of retail, **leisure** and other commercial development;
- The provision of infrastructure for transport, energy, telecommunications, waste management, water supply, waste water and flood risk management;
- The provision of health, security, **community and cultural services** and other local facilities; and
- Climate change mitigation and adaptation.

From the key issues identified by residents, it can be seen that considerable importance is placed on the natural and historic environment, leisure opportunities and community and cultural services.

Based on the key issues, a draft Vision Statement has been developed, which will shape the Local Plan and outline the community aspirations that the plan will be required to deliver. **(Recommendation 4)**

#### **Draft Local Plan Community Vision for Epping Forest District:**

*“Epping Forest District residents will continue to enjoy a high quality of life where the built and natural heritage is highly valued and conserved. The District will meet its development needs in the most sustainable locations where there is the greatest capacity for utilising existing infrastructure and delivering new infrastructure, least impact on the natural and historic environment and where the Green Belt will continue to serve its purposes of keeping settlements separate and retaining their identities.*

*Epping Forest will be conserved and enhanced and will continue to form a key part of the District’s identity. Residents will have excellent access to open and natural spaces including the Lea Valley Regional Park and the countryside. Development will utilise the latest technology to deliver resource efficient development and ensure resilience to climate change.*

*The District’s economy will retain its strong links with London whilst developing a more sustainable local economy which builds on its strengths and assets including*

*tourism, aviation related industry, research and development, food production and the building industry.*

*A distinctive and attractive network of towns and village centres which can be accessed by well serviced public transportation, walking and cycling will continue to be at the heart of the District's communities. Residential development will be located to meet the needs of the housing market area whilst supporting economic development. Towns and Villages will benefit from appropriate scale development that meets local need and ensures their vitality".*

### **SECTION THREE – LINKS TO OTHER STRATEGIES:**

It is important that this Strategy takes account of the current national and regional context for the development of culture and leisure. Relevant policies have been reviewed and summarised to assess their “fit” with the Strategy proposed for Epping Forest. It should be noted that national and regional policies could be subject to amendment over the next year, in the event of a change in Government priorities, post the May 2015 general election. **(Recommendation 5)**

#### **National Policy:**

Providing access to high quality leisure provision, maximising the role of culture in building sustainable communities and supporting the creative and cultural economy, are key elements of current national policy.

The stated aim of the Department for Culture, Media and Sports (DCMS) is to “improve the quality of life for all through cultural and sporting activities, to support the pursuit of excellence and to champion the tourism, creative and leisure industries”.

Levels of participation in physical activity and the resulting positive impact on the health and well-being of the nation, are also the focus of attention for many national policy documents.

The National Policy statements of intent, with respect to Culture and Leisure, that are of direct relevance to Epping Forest, can be summarised as follows:

- Supporting vibrant and sustainable arts and culture nationally and locally, by continuing to fund arms-length bodies like the Arts Council England, giving incentives to the creative industry;
- Maintaining world-leading museums and galleries and supporting the wider museum sector by providing funding for national museums and galleries, providing free public access to the permanent collections of national museums and galleries, and funding the Arts Council England to provide support to “non-national” museums;
- Promoting the understanding and enjoyment of the historic environment through funding English Heritage, protecting nationally important sites and monuments of archaeological or historic interest, by granting them scheduled status;

- Ensuring as many people as possible are playing sport by funding Sport England to help community sports grow, (including helping 14-25 year olds to keep playing sport through their lives), expanding the School Sports Programme, maintaining and improving Britain's elite sports performance and building a lasting legacy from the 2012 Olympic and Paralympic Games;
- Helping people to make healthier choices by providing advice on a healthy diet through the Change 4 Life Programme, and giving guidance on how much physical activity people should be undertaking;
- Supporting marketing campaigns to attract visitors to the UK in the years following 2012, increase the proportion of UK residents who holiday in the UK, and broaden the tourism offer, by creating alternative attractions that match London.

### **Regional Policy:**

There are a number of agencies who are responsible for delivering national policy on a regional basis, to include Arts Council England, Sports England, English Heritage and the Museums, Libraries and the Archives Council (which are now part of Arts Council England). These regional bodies are supported in practical delivery initiatives, by a number of sub-regional/county wide partnerships, such as Active Essex, Museums East of England and Museums Essex, Essex Arts, Culture First, Visit Essex and with respect to Health Improvement, the County Council's Directorate of Public Health and local Clinical Commissioning Groups.

Whilst each of these bodies/partnerships have their own individual priorities and action plans, they generally sit within the policy umbrella provided by Central Government. They provide a key interface with the National Lottery and other External Funding streams with respect to Arts, Heritage and Sports, by providing technical and professional input into the evaluation, award and monitoring of funded projects.

As the Council's Leisure Management, and in particular Community and Cultural Services, have an excellent track record in securing external funding and grants, to extend service provision (totalling over £5M in the last ten years), it will remain important to maintain alignment of future service delivery, to locally relevant regional grant making priorities. **(Recommendation 6)**

### **Local Policy:**

This Strategy does not seek to simply replace the various existing strategies that influence how culture and leisure opportunities are provided in Epping Forest. Many current initiatives have been developed by local partnerships such as Active Epping

Forest, Epping Forest Disability Forum, Think Family (previously the Epping Forest Children's Partnership), Epping Forest Youth Strategy Group, Epping Forest Health and Wellbeing Partnership, Visit Epping Forest and the numerous local Historical Societies and Conservation Groups

Rather this Strategy seeks, as previously stated, to focus on the District Council's role and priorities for action, whilst being complementary to the aspirations of national government, regional agencies and local partners.

The District Council's desired policy outcomes, with respect to direct provision and partnership working in Leisure and Culture, are currently contained within a number of strategic documents. These are highlighted below:

### **The Community Strategy 2010-2031**

One Epping Forest is the Local Strategic Partnership for the District. The Partnership is made up of representatives from local councils, education, the police, health services, business and community groups. Its key role is to deliver the shared vision, outcomes and values, enshrined in the Community Strategy, many of which can be practically delivered through participation in Leisure and Cultural activities.

The Community Strategy is the long term overarching plan to deliver better quality of life and improve the economic, social and environmental well-being of the Epping Forest District over the next 20 years and beyond. Based on local needs and residents priorities, it seeks to support 'sustainable communities' for the future. The central element of the strategy is a statement of joint ambitions, a shared vision of what collectively are the outcomes to be achieved, on behalf of the District's communities. This has been articulated as:

*"Together making Epping Forest a great place to live, work, study and do business".*

It should be noted that the Council's Community Services currently plays a major role in delivering on key aspects of the Community Strategy, including health and wellbeing, children's and young people's services, community cohesion and capacity building, in order to build sustainable communities.

### **The Corporate Plan 2010-2015**

The District Council's current Corporate Plan has identified the authority's Medium Term Aims, from which the Cabinet's Key Objectives are developed on an annual basis. The Corporate Plan and Cabinet Key Objectives are an integral part of the Council's Performance Management Framework, setting out corporate priorities and policy objectives. These are practically delivered through Departmental Business Plans and supporting service strategies.

### **The Corporate Plan Medium Term Aims 2010/11 to 2014/15 are:**

- Safeguard frontline services that our local residents tell us are important;
- Have the lowest District Council Tax in Essex and maintain that position;
- Be recognised as an innovative and top performing Council in Essex;
- Continuously improve efficiency by adopting new ways of working with our partners and maximising revenue from our assets;
- Provide clear community leadership and be a strong advocate, championing the interests of the people of Epping Forest and protecting the special character of the District.

The Council is currently in the process of developing a new Corporate Plan, effective from April 2015.

### **Council's Current Service Strategies:**

The following section highlights a number of existing Council service strategies and their key aims. These are not only important in delivering desired outcomes in relation to the previous two high level plans, i.e. Community Strategy and Corporate Plan, but give an important context for the development of the new Leisure and Cultural Strategy. It should be noted that for a number of these documents, the end date is 2015 and therefore the new Leisure and Cultural Strategy is timely, with respect to identifying future priorities.

### **Sports and Health Development Strategy 2010-2015:**

The Council seeks to secure and develop a broad spectrum of sports, health and physical activity provision across the District, by providing advice, support and direct services and through the establishment of partnerships, collaborations and co-operation between clubs, organisations, agencies and individuals involved in sport. The Council aims to co-ordinate the district's sports, health and physical activity provision and to ensure a wide range of opportunities are available for people of all ages and abilities to take part in quality sports experiences including exercise to improve health and general well-being, leadership and volunteering.

### **Epping Forest Arts Strategy 2012-2015:**

The Council seeks to provide a service which enables residents of all ages, abilities and backgrounds to access, and engage with high quality arts provision, and to experience the benefits that the arts can provide. The Council will provide a professional and high quality arts programme that includes targeted activities and events for socially excluded groups, including older people in residential care, people with learning disabilities, people with physical disabilities, and young people with low

educational attainment. In addition, the Council will not only provide arts activities for all, but also advice and support to communities arts groups and artists resident in the District. This will be supported by grant-aid to groups and individuals.

### **Community Development Strategy 2010-2015**

The Council seeks to support the development of active, sustainable communities, with a particular focus on the District's for local super output areas, namely Limes Farm Estate in Chigwell, Ninefields Estate in Waltham Abbey, Oakwood Hill Estate in Debden and Shelley Estate in Ongar.

### **Epping Forest Play Strategy 2007-2017**

Produced in conjunction with the Epping Forest Play Partnership, this Strategy seeks to inform the future development and delivery of high quality, safe, challenging and suitable play facilities and opportunities.

### **Epping Forest District Museum Service Strategy**

The Council seeks to celebrate the social history of the Epping Forest District, with an emphasis on people and the environment in which they live. This is achieved through exhibitions, collections and records which are conserved. The aim is to ensure that the service is accessible to everyone, and can contribute to the quality of life in the District.

### **Leisure Management Strategy**

Epping Forest District Council's Key Objectives with respect to the management of its Leisure facilities, are to increase use and activity for all residents, to provide services which are complimentary to and not in competition with facilities provided by others in the District, to improve the range of service offered, maximise external capital investment in the Council's facilities and reduce revenue costs by the minimisation of management fees, to any external management partner.

### **Playing Pitch Strategy**

The Council has mapped a way forward for the provision of pitch sports facilities in the District. The Strategy gives direction and guidance to all those involved in providing outdoor sports facilities in Epping Forest and is also important in supporting applications to external bodies to increase and improve the existing stock of pitches.



## **Voluntary Sector Grants**

Epping Forest District Council supports voluntary sector organisations involved in providing community work, culture and/or sports activities by providing financial assistance to enable them to deliver successful services. Small grants are also made available to talented Artists and Sports people to assist their development.

## **West Essex Health and Wellbeing Strategy (Draft)**

In collaboration with the West Essex Clinical Commissioning Group and the neighbouring authorities of Harlow and Uttlesford, the District Council seeks to ensure that West Essex is “A place with the highest standards of health and wellbeing that prioritises promoting innovation and new ways to meet growing health needs. Where local communities and individuals are enabled to help themselves wherever possible, but with excellent services for those that cannot, provided through a framework of innovation and genuine partnership between all concerned local stakeholders”.

## **Epping Forest Biodiversity Action Plan**

This action plan contains a range of targets aimed at conserving and enhancing biodiversity across the district in the key habitats, of woodland, farmland, urban open space and species rich grassland and heathland. The plan seeks to balance conservation and protection of the natural environment with the promotion of active recreational and leisure use.

## **SECTION FOUR – PROVISION FOR LEISURE AND CULTURAL**

### **Current Opportunities**

As highlighted earlier, there are a significant number of providers and partner agencies in the statutory, private and voluntary sectors who currently deliver a diverse range of leisure and cultural opportunities. These opportunities are located not only within the main urban conurbations, but also across the rural parts of the district, with the voluntary/community sector, in particular, playing an important role in many rural areas, delivering accessible leisure and cultural opportunities in areas of poor public transport, helping to develop community cohesion and combating isolation for the elderly.

### **Performing Arts Facilities**

The District currently has limited provision with respect to purpose built arts rehearsal and performance space. Whilst there are drama studios at a number of the secondary schools, Zinc Arts in Ongar and Epping Forest College, the East Fifteen Acting School in Debden, has the only permanent fully equipped theatre. Although the physical proximity of London provides opportunities for residents of the district to access high quality performing arts, this may be restrictive for some local people due to other access barriers such as cost. However, the regional Playhouse Theatre in Harlow, does provide affordable access by audiences to performances, on a more local basis.

Whilst this choice exists, there has not been pressure and demand for the provision of a dedicated arts facility to be directly provided by the Council. Rather, the Council has adopted a policy of outreach and over many years has developed a comprehensive community arts programme. An audit of current activities provided by the Council's Community and Cultural Services, to include arts development activity, was undertaken as part of the development of this Strategy. This illustrates the depth and range of Community and Cultural activity, across the District.

### **Museums and Galleries**

The Council provides the Epping Forest Museum Service. Whilst based at the District Museum in Sun Street, the Service also operates on an outreach basis through a programme of temporary exhibitions, education visits, loan boxes, lectures and seminars. The Council also supports the North Weald Airfield Museum through its grant programme and through professional support.

The museum collection celebrates the social history of the District. In 2013, the service was successful in securing a major Heritage Lottery Fund grant of £1.65m which will enable the provision of new space to significantly extend the museum's

exhibition, and on-site storage, as well as providing complete, step-free access for people with disabilities. The funding additionally covers the appointment of two posts to develop volunteering and community engagement with museum services. The Council also manages the Borough of Broxbourne's Museum Service, based at Lowewood Museum in Hoddesdon, through a Service Level Agreement. The Museum has also been commissioned to provide a specialist resource for the preparation of touring exhibitions which are toured across the East Region. This programme is funded by Arts Council England at a sum of £145,000.

Currently there is limited community gallery and exhibition space located in the District. However, with the extension of the Council's Museum in Waltham Abbey and a planned new initiative at Epping Forest College, the deficit of gallery space will be partially addressed. As in the case of access to performing arts venues, the numerous galleries in the capital and the Gibberd Gallery in Harlow Town Centre, assist in meeting some local requirements.

### **Outdoor Sports Facilities**

The provision of facilities to play outdoor sports is met primarily by voluntary sports clubs and Town and Parish Councils. There are currently 78 adult football pitches, 26 junior football pitches, 13 mini soccer, 32 cricket pitches and 16 adult rugby pitches.

The District Council's role is largely one of advice and facilitation, although in recent years the Council has provided direct funding to develop a full-sized 3G floodlit artificial pitch at Town Mead, Waltham Abbey, managed in partnership with Waltham Abbey Town Council. This facility met a gap in provision, complementing the other all-weather pitches at Debden High School, Roding Valley High School, St John's Epping, Old Loughtonians and Spurs Lodge, Chigwell, the Academy in Debden, and Upper Clapton Rugby Club in Thornwood.

### **Community Halls**

There are 43 community halls provided by local town and parish councils, voluntary clubs and village hall committees, equivalent to one hall per 2,907. Whilst the Council directly provide a range of services from the Limes Farm Centre, Chigwell, its current role is again in facilitating and providing a level of capital funding for improvements through the Community Grants Scheme. Access to community halls plays an important role in the local provision of leisure and cultural opportunities.

### **Tourist Facilities**

The District Council does not play a direct role in the management of any specialist tourist facilities, with the exception of the District Museum which attracts visitors from

outside of the area. However, the authority has an active role in the management of conservation and wildlife areas through its Country care Service, which plays an important part of the visitor offer. Similarly, North Weald Airfield with its event programme and outdoor market also attracts a significant number of visitors per annum.

The Council does, however, appreciate the importance of tourism to the local economy, with visitor spend estimated at over £20m per annum in the District.

As such, the Council plays an important ongoing role in the Tourism Taskforce established by the Local Strategic Partnership, recently funding a dedicated Tourism Officer post to co-ordinate and develop their work. Their Website, Visit Epping Forest, has proven highly successful in increasing awareness of key visitor attractions such as the Ongar Epping Heritage Railway, the Royal Gunpowder Mills, Epping Forest and the Lea Valley Regional Park.

### **Sports and Physical Activity**

Utilising Sport England Surveys (Active People), and market segment information from Expedia, the patterns of demand for open space, sport and recreation in the District have been identified. Whilst the results primarily relate to formal sports activities, this also included “moderate intensity activity”, comprising non-competitive activities such as jogging, walking and recreational cycling, which make use of the open space in the District.

Most current indices of participation in sport and active recreation in Epping Forest, are just above the median for our geographic neighbours, demographic comparator authorities, and regional/national averages. However, it can be observed that participation in organised competitive sport is lower than the comparators, which suggests that provision for recreational level and informal participation is important locally.

Levels of satisfaction are a little below the regional and national averages, which may imply that there is some dissatisfaction with the quality and quantity of local provision. The market segmentation analysis suggests that demand for swimming, golf and water sports, is likely to be higher than the national average, as is demand for open space that provides for outdoor activities.

The District Council currently promotes leading an active and healthier lifestyle, through its Sport and Health Development Team, working with partners and supporting the voluntary sector. Much of this work is funded through external funding secured via competitive process and over the last few years this has been in the region of £250,000. This is complementary to the Council’s main leisure facility provision. These activities have also been audited and mapped.

**Leisure Centres and Swimming Pools**

The District is currently served by a number of providers with respect to leisure/sports centres and swimming pools. The private sector has a presence ranging from small gym facilities to larger health and fitness clubs, operated by national companies such as Virgin Active and David Lloyd. Other facilities can be accessed outside of curriculum use, at the 6 state funded secondary schools, comprising of primarily sports halls and outdoor courts, although Davenant and West Hatch Schools have swimming pools, which are hired to the public.

In addition to these facilities, in the private and education sector, the District Council has four purpose built community leisure centres which are currently managed under contract by an external leisure management partner, SLM, up until January 2016. These facilities are Epping Sports Centre, Loughton Leisure Centre, Waltham Abbey Swimming Pool and Ongar Leisure Centre. Combined they represent by far the largest area of direct leisure service provision by the Council and incur the highest level of discretionary expenditure by the Council. For these reasons, the future level of provision and delivery is covered in some depth later in this Strategy. An audit of existing provision in the District and in near neighbouring authorities has been undertaken and mapped to show the distribution of opportunities.

**(Recommendation 7)**

**Future Need**

In April 2012, as part of the compilation of the evidence base for the Local Plan, the Council appointed specialist external consultants to analyse the differing needs of the District’s population for open space, built sports facilities and active recreation. This report, the “Epping Forest Open Space, Sport and Recreation Assessment”, will not only inform the Local Plan, but contains detailed research on which to base this Leisure and Cultural Strategy. This is with respect to evidence of current supply, identification of existing facilities in need of enhancement, and to plan for any new future facility requirements. The scope of the study covered an extensive list of types of provision, including:

- |  |                                 |                               |
|--|---------------------------------|-------------------------------|
| Allotments                             | Cricket Pitches,                | Health and Fitness facilities |
| Cemeteries & Graveyards                | Swimming Pools                  | Indoor Sports facilities      |
| Informal Recreation Grounds            | Synthetic Athletic Tracks       | Equestrian facilities         |
| Children’s Playgrounds                 | Artificial Pitches              | Airfields                     |
| Woodlands and Semi-Natural Open Spaces | Sports Halls                    | Shooting facilities           |
| Football Pitches                       | Tennis Courts                   | Village and Community Halls   |
| Rugby Pitches                          | Squash Courts                   |                               |
|  | Golf Courses and Driving Ranges |                               |

The development of the Assessment Study was supported by a stakeholder consultation group comprising Town and Parish Councils, Sport Essex, Essex Wildlife Trust, EF Youth Council, Lea Valley Regional Park Authority, City of London, Sport England and Natural England.

Whilst the Assessment Report is therefore a key piece of evidence in the Local Plan process, this Leisure and Cultural Strategy focuses on the District Council's future role. Therefore, there is no further analysis of provision for those types of facilities for which the Council makes no direct investment or indeed, does not play an enabling/supporting role.

Other providers i.e. Town and Parish Councils, statutory partners, the private and voluntary sectors, can access the conclusions of the Assessment Report which is published on-line on the Council's Website, under the Local Plan section. This is not to say that these other providers' services are not important in meeting future leisure and cultural need, but rather sit outside of the scope of this Strategy. The Council will be giving due regard to the recommendations around these other types of provision, as part of the key deliverables in the Local Plan. **(Recommendation 8)**

Therefore, for District Council direct and enabled services going forward, the following assessment of future need has been established.

### **Community and Cultural Services**

The current aims and description of these services including Arts, Community, Sports and Health Development and the Museum Service have been outlined earlier in the Strategy. It can be observed that in order to compensate for the lack of some specialist, particularly arts and gallery provision, and to reflect the nature and demography of the District, Community and Cultural Services are primarily delivered on an outreach basis, with an ethos of community development. This is a cost effective approach which does not incur the expense of built facilities and delivers activities on an ongoing self sustaining basis, once the initial set up work is completed, building community capacity and enabling self help.

Additional Value for Money is also achieved by the long-standing success of external funding applications which have enabled a level of participation in excess of what core Council funding could provide alone. The role of the Council and its staff is, in this regard, to act as a facilitator and a "hub" to identify, seek access and deliver external funding opportunities for community and cultural services.

Given the reputation and success of the Council's current Community and Cultural Services, it is assessed that demand for these services will continue in future. However, as discretionary services, the Council will need to ensure that it is achieving Value for Money and that the service is targeted at those in the greatest

need and likely to benefit the most. The proposed future priorities for Community and Cultural Services are outlined later in the Strategy.

## Indoor Sports Halls

For the purposes of this Strategy, sports halls are defined as indoor halls with a minimum dimension of 33m x 17m x 7.6m, equivalent to four basketball courts. Currently there are 6 sports halls with community access in Epping Forest, equivalent to one facility per 20,833 people.

Sports Hall	Address	Dimensions
Epping Sports Centre	Hemnall Street, Epping CM16 4LU	33m x 18m
St John's CoE School	Bury Lane, Epping CM16 5EN	33m x 18m
Debden Park High School	Willingale Road, Loughton IG10 2BQ	33m x 18m
Roding Valley High School	Alderton Hill, Loughton IG10 3JA	33m x 17m
Waltham Abbey Sports Centre	Broomstick Hall Rd, Waltham Abbey EN9 1LF	40m x 17m
Ongar Leisure Centre	The Gables, Ongar CM5 0GA	33m x 18m

In addition to the regulation sized sports halls in the district, there are a number of smaller halls, which, whilst unable to accommodate the full range of sports hall activities by virtue of their limited dimensions, nevertheless serve to supplement local provision:

Facility	Address	Dimensions
Chigwell School	High Road, Chigwell IG7 6QF	25m x 18m
Davenant Foundation School	Chest Road, Loughton IG10 2LD	18m x 17m
David Lloyd Club (Chigwell)	Roding Lane, Buckhurst Hill IG9 6BJ	18m x 17m
Guru Gobind Singh Khalsa College	Roding Lane, Chigwell IG7 6BQ	25m x 18m

Sports Hall provision in neighbouring local authorities is tabulated below. Epping Forest has the second lowest per capita rate of sports hall provision and number of badminton courts per capita, well below the median figure for both measures.

Local Authority	No. Sports Halls	Sports Halls per capita	No. Courts per capita
Uttlesford	6	1: 12,600	1: 3,150
Havering	16	1: 14,756	1: 3,689
Brentwood	8	1: 14,960	1: 2,394
Harlow	5	1:16,340	1: 4,085
Enfield	18	1: 16,383	1: 4096
Waltham Forest	13	1: 17,469	1: 4,367
Broxbourne	5	1: 18,120	1: 4,118
<i>Median Values</i>	<i>9.1</i>	<i>1: 18,643</i>	<i>1: 4,359</i>
East Hertfordshire	7	1: 19,586	1: 3,917
<b>Epping Forest</b>	<b>6</b>	<b>1: 20,833</b>	<b>1: 5,000</b>
Chelmsford	7	1: 23,971	1:5,413
Redbridge	9	1: 30,056	1: 7,512

Sport England recommends that for rural areas, the recommended travel time to a sports hall should be twenty minutes or less by car and that for urban areas up to twenty minutes walking time. On this basis, taking into account facilities in neighbouring authorities, these criteria are largely met. However, the Assessment Study did conclude that the current provision of six sports halls is inadequate with an assessed demand for one additional sports hall, bringing the total to seven, the preferred location being in the more densely populated South of the District.

### Indoor Swimming Pools

There are five facilities, comprising a collective total of 1,713.5sq.m of water space, with community access in Epping Forest, equivalent to one facility per 25,000 people, or 13.71sq.m of water space per 1,000 people:

Swimming Pool	Address	Dimensions
Virgin Active Club (Chigwell)	Woolston Manor, Abridge Rd, Chigwell IG7 6BX	20m x 11m
Loughton Leisure Centre	Traps Hill, Loughton IG10 1SZ	25m x 12 m 18m x 7m
Ongar Leisure Centre	The Gables, Ongar, CM5 0GA	25m x 12.5m
David Lloyd Club (Chigwell)	Roding Lane, Buckhurst Hill IG9 8BJ	25m x 10m 20m x 6m
Waltham Abbey Pool	Roundhills, Waltham Abbey EN9 1UP	25m x 9m 12m x 5m

In addition to the swimming pools in the district that meet the minimum 20m length criterion to accommodate a full range of swimming activities, there are a number of smaller pools, which, whilst unable to accommodate a full range of activities by virtue of their limited dimensions, nevertheless serve to supplement local provision:

Facility	Address	Dimensions
Marriott Leisure Club (WA)	Old Shire Lane, Waltham Abbey EN9 3LX	15m x 6m
Davenant Foundation School	Chester Road, Loughton IG10 2LD	18m x 6m
Woolston Manor Golf Club (Outdoor)	Abridge Road, Chigwell IG7 6BX	18m x 6m
West Hatch High School	High Road, Chigwell IG7 5BT	18m x 8m

The provision of swimming pools in neighbouring local authorities is tabulated below and shows that Epping Forest has the third highest figure for both pools and water space per capita, well above the median figure for both measures of provision (based on data from 'Active Places').

Local Authority	No. pools	Pools per capita	Water space	Sq.m per 1000 people
Brentwood	6	1: 12,467	1,906.0sq.m	25.48sq.m
Broxbourne	5	1: 18,120	1,307.5sq.m	15.12sq.m
<b>Epping Forest</b>	<b>5</b>	<b>1: 25,000</b>	<b>1,713.5sq.m</b>	<b>13.71sq.m</b>
Waltham Forest	8	1: 28,388	2,796.25sq.m	12.31sq.m
Uttlesford	3	1: 25,200	907.5sq.m	12.00sq.m
<i>Median values</i>	<i>5.5</i>	<i>1: 30,465</i>	<i>1,735.0sq.m</i>	<i>11.97sq.m</i>
Havering	9	1: 26,233	2,796.25sq.m	11.84sq.m



East Herts	5	1: 27,420	1,603.5sq.m	11.70sq.m
Enfield	8	1: 36,863	2,581.75sq.m	8.75sq.m
Harlow	2	1: 40,850	660.0sq.m	8.08sq.m
Chelmsford	3	1: 55,933	1,141.5sq.m	6.80sq.m
Redbridge	7	1: 38,642	1,731.5sq.m	6.40sq.m

Sport England have established a standard of provision that is utilised in establishing need and on which they determine capital grants. This was the case for the Sports Lottery Award for Loughton Leisure Centre. On the basis that the entire population of the District is within 20 minute drive to their nearest pool, it can be concluded that quantitative need is met. However, in terms of quality and condition, a number of areas of concern are highlighted in the next chapter.

### Squash Courts

For the purpose of this Strategy, squash courts are defined as specialist courts, complying with dimensions specified by England Squash and Racketball. There are 11 courts at five locations in the district, equivalent to one court per 11,363 people.

Site	Address	No. courts
Epping Sports Centre	Hemnall Street, Epping CM16 4LU	4
Old Chigwellians SC	Roding Lane, Chigwell IG7 6BA	1
Ongar Squash Club	Love lane, Ongar CM5 9BL	2
Waltham Abbey Sports Centre	Broomstick Hall Road, WA, EN9 1LF	2
Metropolitan Police (Chigwell)	Chigwell Hall, High Road, Chigwell IG7 6BD	2

The provision of squash courts in neighbouring local authorities is tabulated below. The data shows that Epping Forest has a per capita rate of provision well above the median.

Local Authority	No. courts	Courts per capita
Brentwood	18	1: 4,156
Broxbourne	13	1: 6,969
East Hertfordshire	16	1: 7,038
<b>Epping Forest</b>	<b>11</b>	<b>1: 11,363</b>
Uttlesford	6	1: 12,600
Harlow	6	1: 13,617
Chelmsford	12	1: 14,125
<i>Median values</i>	<i>11.6</i>	<i>1: 15,231</i>
Enfield	18	1: 16,383
Waltham Forest	12	1: 18,925
Havering	9	1: 26,233
Redbridge	6	1: 45,083

As a specialist sports facility, squash court users typically travel by car to reach their chosen facility. On the basis of current provision, the entire population is again within 20 minute drive at their nearest facility. It should be noted that the popularity of squash has declined over the last 10 years, as alternative means of keeping fit in the

form of fitness suites and movement classes have increased. This has led to poor uptake of courts particularly at non-peak times, and as such, many squash courts are being used to host alternative activities such as yoga, and children's play.

## Health and Fitness Facilities

Health and Fitness facilities for the purpose of this Strategy are deemed to comprise of specialist indoor area with a mixture of cardio and resistance exercise equipment and areas for movement classes. There are 12 health and fitness facilities, collectively providing 715 stations in the district, equivalent to one facility per 10,417 people and one station per 175 people.

Site	Address	Stations
Concept Fitness	224 High Street, Epping CM16 4AQ	15
Epping Sports Centre	Hemnall Street, Epping CM16 4LU	35
Marriott Leisure Club (WA)	Old Shire Lane, Waltham Abbey EN9 3LX	18
Pro SW Gym	Sterling House, Langston Road, Loughton IG10 3TS	24
Simply Fitness	Old Station Road, Loughton IG10 4PE	18
Virgin Active Club (Chigwell)	Woolston Manor, Abridge Road, Chigwell IG7 6BX	150
Metropolitan Police (Chigwell)	Chigwell Hall, High Road, Chigwell IG7 6BD	20
Loughton Leisure Centre	Traps Hill, Loughton IG10 1SZ	90
Waltham Abbey Pool	Roundhills, Waltham Abby EN9 1UP	40
Krunch Gym	Ability House, Brooker Road, Waltham Abbey EN9 1JH	85
David Lloyd Club (Chigwell)	Roding Lane, Buckhurst Hill IG9 6BJ	165
Ongar Leisure Centre	The Gables, Ongar CM5 0GA	55

The provision of fitness facilities in neighbouring local authorities are tabulated below and show that Epping Forest is above the median figure for the number of facilities and has the second highest level of per capita provision of stations.

Local Authority	No. facilities	Facilities per capita	No. stations	Stations per capita
East Hertfordshire	14	1: 9,793	849	1: 161
<b>Epping Forest</b>	<b>12</b>	<b>1: 10,417</b>	<b>715</b>	<b>1: 175</b>
Harlow	7	1: 11,671	453	1: 180
Uttlesford	11	1: 6,873	383	1: 197
Chelmsford	17	1: 9,871	836	1: 201
Brentwood	8	1: 9,350	366	1: 204
<i>Median value</i>	<i>12.4</i>	<i>1: 12,811</i>	<i>688</i>	<i>1: 228</i>
Havering	12	1: 19,675	956	1: 247
Broxbourne	6	1: 15,100	366	2: 248

By mapping the geographic location of the current health and fitness facilities in Epping Forest, it can be seen that the entire population is within a 15 minute drive time. As such, it can be concluded that provision is adequate.

## Synthetic Sports Pitches

Definition: For the purposes of the Strategy, synthetic sports pitches are defined as artificial grass playing surfaces, with dimensions of 101.4m x 64m (including run-offs) with sand-filled, rubber crumb or water-based pitch surface variants. There are six pitches with community access in the district, equivalent to one facility per 25,000 people.

Site	Address	Type
Debden Park High School	Willingale Road, Loughton IG10 2BQ	Sand-filled
Roding Valley High School	Alderton Hill, Loughton IG10 3JA	Sand-filled
Chigwell School	High Road, Chigwell IG7 6QF	Sand-filled
Old Loughtonians HC (x2)	Luxborough Lane, Chigwell IG7 5AB	Water-based
Town Mead Recreation Ground	Townmead, Waltham Abbey	Rubber Crumb

In addition to the synthetic turf pitches in the district that meet the minimum dimensions of 101.4 x 63m, there are a further two small facilities which serve to supplement local provision.

Site	Address	Type	Dimensions
Old Loughtonians HC	Luxborough Lane, Chigwell IG7 5AB	Sand-filled	50m x 50m
Upper Clapton RFC	Upland Road, Thornwood	Rubber Crumb	50m x 50m

By mapping the location of synthetic sports pitches in Epping Forest, together with the 20 minute drive time catchment standard. It shows that the entire population of the district is within 20 minutes' drive of their nearest pitch, and as such provision is adequate.

## Future Provision Conclusions

On the basis of the analysis provided, it can be seen that the District Council plays a role in the direct provision of sports halls, swimming pools, health and fitness facilities and synthetic pitches. With the exception of sports halls, a picture of adequate access to provision is evident with the number of facilities generally above the median figure in comparison to neighbouring authorities and within the access catchment criteria established by Sport England.

The exception to this is with respect to the provision of sports halls, where there is a deficiency of one sports hall. An opportunity exists to fill this need in the south of the District, as Epping Forest College have expressed an aspiration to provide a new sports centre to serve both their students and the community at their site in Borders Lane. The Council has previously sought a commitment from the College in the form of a letter of intent that they would seek to re-provide such a facility, as and when financial circumstances allowed, to compensate for the loss of the previous Debden

Community Association Sports Centre, which was redeveloped for an older people's care home. If this was to proceed it could meet an identified strategic need.

The analysis shows that the District's current population is within a 15-20 mile drive time of swimming pools, health and fitness facilities and synthetic pitches. Whilst the Objectivity Assessed Housing Need figure within the Local Plan is yet to be established, the Issues and Options consultation expressed a preference from the community for incremental development around existing settlements. On this basis, there is therefore, given current provision serving such existing settlements, not a future need for more quantitative provision. The caveat to this proposition is if any neighbouring authority was to close a major facility, creating a deficit for residents of the district on the borders.

Similarly, to close an existing provision in the District, particularly a Council community facility would also create deficit. However, with an ageing stock of, in particular, sports halls and swimming pools, there is a qualitative issue that is sought to be addressed in the following section on Future Provision and Management of the Council's Sports and Leisure Centres. **(Recommendation 9)**

## **SECTION FIVE – DISTRICT COUNCIL PRIORITIES AND PROVISION**

### **Leisure Facilities**

#### **Background**

In 2005, as a result of a recommendation of a Best Value inspection of Leisure Services, and against a backdrop of increasing pressure on revenue and capital budgets, the Council undertook a comprehensive review of the alternative options available, to manage its leisure facilities. Following this review, the Council elected to pursue the appointment of an external “partner” to manage and develop its major leisure facilities and swimming pools.

By engaging an external “Partner”, the Council aimed to achieve a number of key Objectives:

- To manage the Council’s Leisure Facilities by the most cost effective means possible, therefore reducing the level of revenue support necessary in the future;
- To alleviate the financial risks to the Council and in particular to release the Council from the threat of VAT penalties deriving from exempt incomes;
- To invest in the facilities to ensure that the internal fabric is maintained to current standards and that capital refurbishments and new facilities are provided where possible;
- To ensure that high quality and diverse opportunities remain available and accessible to all sections of the local community, and to seek continuous improvement to the Service.

Following a competitive procurement process, the Council awarded the contract to Sport and Leisure Management Limited (SLM). The contract for Loughton Leisure Centre, Ongar Leisure Centre and Waltham Abbey Swimming Pool, was initially for seven years with an option to extend it for a further three years based on satisfactory performance. This option was exercised in 2011 and involved the contractor submitting proposals, which were financially advantageous to the Council’s revenue position.

In relation to Epping Sports Centre, this had originally been tendered for a period of three years, due to uncertainty about the position regarding the possible relocation of the Centre, as part of the redevelopment of a new secondary school in Epping. However, when the option was not pursued, the contract timescale for Epping

Sports Centre was realigned with the rest of the overall contract which is currently due to terminate in January 2016.

As is the case with the vast majority of local authority leisure provision throughout the country, and in particular, those councils who have an ageing stock of buildings, an element of subsidy is required as generally income from fees and charges does not cover the operating costs. A key objective of seeking alternative management of the Council's facilities had been the transfer of risk of under-achievement of income and the minimalisation of the level of revenue support required. As a result, tenders were sought on a "deficit guarantee management fee basis", i.e. after the contractor had met all their obligations regarding staffing, maintenance, and operating costs, and based on their estimate of income from users, which they retained, what level of "deficit" payment or management fee would they require.

The contract with SLM commenced on 3 January 2006, and the Council's Leisure Centre staff, at that time, were TUPE transferred to SLM.

Shortly after the commencement of the contract, as per SLM's tender bid, a capital improvement programme involving some £1.6 million of expenditure commenced. This resulted in a major refurbishment of both the wet and dry changing rooms at Ongar Leisure Centre combined with the conversion of the squash courts to provide a fitness suite and movement studio. In addition, at Waltham Abbey Swimming Pool, the changing rooms were refurbished and reconfigured to provide internal access to the fitness suite and the construction of a new extension incorporating a movement studio. SLM designed, specified, procured and funded the works, managing the building contracts directly.

The Council had sought a "hybrid" contract with the intention of ensuring that the specification of requirements achieved a balance between protecting the Council's long term interests in the buildings, and guaranteed an affordable accessible programme of activity to meet the needs of all sections of the community, whilst ensuring that any contractor had the flexibility to develop the business. SLM's charitable trust status also produced financial advantages, in terms of business rate relief, VAT exceptions and corporate tax advantages.

### **Financial Performance of Current Contract**

The current management fees paid to meet the deficit of operating the four centres are detailed below. Due to the quality of the modern facilities provided by Loughton Leisure Centre and its premium location, it does not currently require a deficit payment, rather SLM pay the Council a management fee reflecting the Centre's high revenue potential.

By bringing together cost and performance considerations, it is possible to apply a relative ranking to the current facilities. In summary, Loughton Leisure Centre has the lowest management fee, the highest participation figure and the lowest subsidy per user. This is in contrast to Waltham Abbey Swimming Pool which has the highest management fee, the second lowest participation figure and the highest subsidy per user. **(Recommendation 10)**

<b>2013-2014 Subsidies</b>					
	Management Fees	EFDC Costs	Total Cost	Subsidy per head of population	Subsidy per user
Epping Sports Centre	£301,916	£46,604	£348,520	£2.81	£2.08
Loughton Leisure Centre	-£182,730	£103,700	-£79,030	-£0.64	-£0.18
Ongar Leisure Centre	£286,336	£46,044	£332,380	£2.68	£1.69
Waltham Abbey Pool	£498,278	£48,672	£546,950	£4.41	£2.66
	<b>£903,800</b>	<b>£245,020</b>	<b>£1,148,820</b>	<b>£9.27</b>	<b>£6.25</b>

Attendances 2013 – 14

Based on SLM supplied site attendances

Epping Sports Centre	167,603
Loughton Leisure Centre	432,603
Ongar Leisure Centre	197,137
Waltham Abbey Pool	205,502

### **Condition of Current Facilities**

As part of the budget process for 2014/15 the Council made provision for and has commissioned full building condition surveys for all centres. A breakdown of current known maintenance issues and each centre's relative strengths and weaknesses is attached at Background Paper 1. However, subject to formal confirmation by the building surveyor's reports and based on pre-tender estimates it has been established that Waltham Abbey Swimming Pool has effectively reached the end of its viable life. To invest the significant sums of money, estimated in excess of £1m to refurbish a building some 45 years old, would not make economic sense, given its inherent problems with layout and its current financial performance. Therefore, there is a need to re-provide a pool, elsewhere in Waltham Abbey. **(Recommendation 11)**

Epping Sports Centre is a conversion of an army drill hall and whilst significant sums have been spent on the roof and tanking the sports hall, the building has very poor access for people with disabilities and has restricted car parking. Again, the building does not lend itself to modern flexible use and has an awkward layout. Despite not reaching the unviable position of Waltham Abbey Pool, serious consideration should be given to its replacement in the medium term. A key consideration of future

location will be the Local Plan and where future growth is delivered. However, the Masterplanning Exercise recently submitted into the evidence base for North Weald Bassett and the Deloitte Report on North Weald Airfield, both suggest that future provision may be required. This will need to be kept under review and reflected in any future management contract. **(Recommendation 12)**

Ongar Leisure Centre, whilst of a similar age to Epping Sports Centre, in part because of its original specification as a dual use centre with higher quality mechanical and electrical plant (accepting that the flat roofs may need to be refurbished in 5-10 years), coupled with investment by SLM of over £1m on the changing facilities and new fitness suite conversion, has a longer viable life than the other two older centres. With the success of the bid to provide a new secondary school in Ongar under the “free schools” programme on the site, an opportunity exists to revert back to the previous dual use arrangements, which would potentially enable a cost sharing arrangement on repairs and running costs to be negotiated. **(Recommendation 13)**

### **Future Leisure Management Contract Options**

As part of the Council’s initial decision to seek an alternative provider, extensive consideration has been given to the respective management options available, namely direct management, private sector operator, in-house trust or established trust. An evaluation was undertaken of the benefits of adopting the particular options, and a firm conclusion was reached that outsourcing to a private sector partner or external trust was the preferred option in relation to the delivery of the Council’s Key Objectives

A recent review of these options has reached the same conclusion, particularly as a result of recent number of visits to other authorities who have recently re-let large contracts, coupled with the increasing feature in the leisure contracting market of private sector companies being willing to invest capital or enter into joint development arrangements, for new or extensively extended leisure facilities, to include where appropriate facilities for participation in arts and cultural activities. **(Recommendation 14)**

### **Procurement Approach**

There is a considerable amount of complexity in relation to the procurement of a new leisure management contract for the Council, particularly given the number of variables and unknowns in relation to the condition of buildings and future provision options. Whilst it would be possible to replicate the previous approach, where the Council had specified its requirements in detail through the contract specification, this would have a limiting effect on the contractor. The Council’s current operator has



already referred to this restriction and has indicated that an alternative approach of competitive dialogue may be preferable. **(Recommendation 15)**

Competitive Dialogue was used to let the Council's new Waste and Street Cleansing Contract and to date has proved to be a positive experience, allowing contractors to be innovative and bring forward their own ideas based on their experience on how services could best be delivered. Braintree District Council and Hinkley Borough Council have recently let their new leisure management contract by way of competitive dialogue, with considerable benefits in terms of reduced revenue costs and capital investment. **(Recommendation 16)**

### **Community and Cultural Services**

In Sections 3 and 4 of the Strategy, the Council's range of Community and Cultural Services including Arts, Community Development and Sports/Health development, as well as the District Museum Service, were outlined along with the aims of their current service strategies.

It was explained that they operate on largely an outreach basis, working closely with other partners in the public and voluntary sector, with a good track record of accessing external funding. The exception to this work has been the direct management of services for the Limes Farm Hall, which underwent an extensive refurbishment, under a project led by Community and Cultural Services. A similar opportunity has been identified to provide a community hub in an area of social deprivation at Hillhouse, in Waltham Abbey.

The management of the service, which now lies in the Council's Communities Directorate, has recently been reviewed and has brought together the four teams, who have always undertaken work on a complementary basis, into two teams reflecting the synergies between the Arts and Museum Service and Sports/Health and Community Development.

Whilst these discretionary services at the initial time of establishment, used to work primarily within their own particular professional discipline, delivering arts, sports, community and museum activities, they have over a period of years operated on a much more thematic basis recognising their ability to impact a wider policy objectives in relation to health inequalities, social inclusion, anti-social behaviour, youth empowerment and active ageing.

As a result, a number of review workshops, future forecasting and self evaluation exercises, including the active engagement of Members of the Portfolio Holder Advisory Group for the development of this Strategy, the following priority areas for the future work of the Council's Community and Cultural Services have been identified to be delivered through programmes of partnership work.

### **(Recommendation 17)**

- Community and Cultural Cohesion
- Health Inequality
- Young People and Youth Unemployment
- Anti-Social Behaviour
- Ageing Population
- Rural isolation.

## **Health and Wellbeing**

### **Introduction**

The health and social care system, nationally and locally, is undergoing major structural change at a time of increasing demand. The gap between what is needed to maintain services in their current configuration, and the needs of a growing and increasingly aged, higher need population are stretching resources at a time of budget constraint. With patients' expectations and the costs of health care, and infrastructure also increasing, there are significant challenges to be addressed in the short, medium and longer term to respond effectively.

As an integral part of planning for health care in West Essex, the Clinical Commissioning Group and the three West Essex Local Authorities, namely Epping Forest, Harlow and Uttlesford District Councils, have built on their history of collaborative working, to formally constitute the West Essex Wellbeing Board. This co-ordinating partnership has sought to clarify its future priorities through the development of "Better Together" the West Essex Health and Wellbeing Strategy.

The strategy attempts to ensure that all stakeholders are enabled to contribute and play their role in meeting these challenges in a coherent and co-ordinated way. It starts from the proposition that the issues and factors which generate and sustain a healthy and successful community are not simply within the gift of the statutory health services to remedy.

The work to integrate Health, Social Care and District Council Services, such as Housing, Planning and Leisure and Culture, goes beyond simply having closer links between the CCG District Councils and ECC. Resources that can have a critical impact on these factors exist within communities and the many services which are geared to support them either at a community level through publicly funded public services or increasingly through private sector organisations.

## **Key Priorities**

The Strategy contains 5 main health and wellbeing priorities, which will be the key areas where action by the Council and all other partners, collectively and individually, will be focused for the next five years. These are the issues where a joined up partnership approach will deliver the greatest added value in service delivery and will impact the most on delivering the vision.

Three of the priorities have been set out at the level of West Essex, and two have been identified by the Local Partnership in each district as the areas of particular concern of them, and where they feel the greatest improvement can be made. The sixth priority running through everything, is to drive service improvement and efficiency in the management of scarce resources through joined up, strategically focused services.

These priorities will be reconfirmed on an annual basis at a West Health Stakeholder Conference, and will be addressed through the production and agreement of an Annual Delivery Plan in each area and pan West Essex. This will also contain detailed targets.

### **The agreed West Essex Priorities are:**

1. Divert and manage demand for publically funded health services, focusing on community mobilisation and collective and individual resilience.
2. Establish joint critical pathways from the NHS into social care.
3. Establish new innovative solutions to meeting care needs, using tele-care etc.

### **In Epping Forest this will be complemented by the following priorities:**

4. Mitigating the impact to accessing services to vulnerable groups, particularly linking to social deprivation, age and Rural Isolation; and
5. Investing in services to Young People, improving sexual health, child and adolescent mental health (CAMH's) and tackling childhood obesity.

These priorities have been established on the evidence of the health profiles produced by the County Council's Director of Public Health and the Joint Strategic Needs Assessment.

Given that the determinants of good health are wider than simply access to primary care services, for example, poor housing, lack of access to services by public transport, poor diet and lack of exercise and social isolation, the District Council

clearly has a vital role to play. This is not only restricted to direct service delivery, but also in its role as Planning Authority, ensuring that access to appropriate health care is delivered as part of the Local Plan, commensurate with levels of growth.

The District Council will continue to be actively engaged in the West Essex Wellbeing Board and maintain its role in delivery of the West Essex and local Epping Forest priorities. These will be reviewed along with the agreed delivery plan at the annual stakeholder conference. An opportunity exists for the priorities contained in the Health and Wellbeing Strategy to be incorporated in the service specification for any new leisure management contract, as the Council's contractor could have a significant contribution to make, in addressing health inequalities.

**(Recommendation 18)**

At the local level, the Council participates in the Health Sub Group of the Local Strategic Partnership, a multi-agency group, co-ordinating practical local delivery initiatives. It is anticipated that emerging initiatives such as Social Prescriptions, will have positive results in addressing isolation for the elderly.

### **Voluntary Sector and Partnership**

Reference has been made earlier in the Strategy to the role that the Council plays in supporting the voluntary sector through its Community Grants Scheme. The Council are also committed to its obligations to support the voluntary sector through the Local Compact. To date, the Council has retained its level of funding to the Voluntary Sector, despite the requirement to make substantial efficiency savings in recent years.

This reflects the fact that many voluntary sector clubs in the area of Leisure and Culture are actively engaged in partnership delivery of services to the local community i.e. sports clubs, heritage societies etc. However, this is becoming more difficult within restricted resources, and the Council has established a Task and Finish Panel of Councillors to review both the methodology for agreeing grant funding and the total amount to be provided. The Task and Finish Panel will also consider the inter-relationship with discretionary rate relief given to voluntary organisations.

**(Recommendation 19)**

Since its inception in 2000 as part of the Community Wellbeing Act, the Council has played a leading role in the District's Local Strategic Partnership "One Epping Forest". Not only has the Leader of Council chaired the Partnership for the last six years, demonstrating clear Community Leadership, but also the Council hosts the Partnership Manager.

An ongoing commitment to the work of the LSP and its delivery groups i.e. Safer Communities, the Epping Forest Think Family Forum, Sustainable Communities and

Health and Wellbeing, would help the delivery of future leisure and cultural policy outcomes and opportunities.

The structure and role of the LSP is due to be reviewed by the Partnership in December 2014 and any new focus or implications will be taken on board with respect to this Strategy.

## **Tourism and Visitors**

Tourism initiatives to attract visitors to the District, are co-ordinated through the Epping Forest Tourism Task Force. The idea for a tourism taskforce emerged at the One Epping Forest annual stakeholder conference (2012) looking at potential areas for growth and economic returns to the district. Partners, local business and tourism attractions felt that this was already a significant element of the local economy, and there were real opportunities for growth in terms of jobs and income while enhancing rather than despoiling the green and unique character of the area.

Following discussion with representatives from the private sector and major attractions, a taskforce was established which met in March 2012 for the first time. Initial investigatory work undertaken by the Task Force revealed that –

- The area already had a significant tourism and visitor economy: this comprised a significant percentage of local jobs and generated almost £20m locally. This is a much greater return than other districts in West Essex or nearby. The Forest alone is estimated to have 6 million visits annually. Investment by individual organisations in promotion is substantial and the district funds the Waltham Abbey Tourist Information Centre (TIC) (£15,000 pa and Visit Essex £1,500 pa).
- Visits were mostly related to people visiting friends or relatives, daytrips rather than significant overnight/longer term stays.
- The accommodation sector is thought to be under developed (there are no 5 star hotels), but partners were unsure this was a significant barrier.
- However, this return was generated without any local leadership, support or coordination. Unlike other areas with significant similar sectors, there was no active committee to coordinate or lead, no single promoted brand or website resource, no single promotional leaflet/posters, banners, presence at tourism fairs or exhibitions, cross ticket promotions, etc. Basically none of the infrastructure to support a sustained growth of such a significant element of the local economy was in place.

- Returns from and engagement with Visit Essex, the current platform for driving visitor numbers, was poor. This site was felt to be cumbersome and focused on promoting the coastal areas and sites in the East of the county. The site originally promoted only two places to stay in the district, one of which was in Harlow.
- The major strength of the area, its unique selling points, remain its green and unique nature; over 90% green belt, with two major parks, and a significant number of SSSI's and nature reserves, coupled with its proximity and easy connections to London. The area also boasts an enviable number of key attractions that augment and enhance the green and unique offer, particularly around the historical theme, and adrenaline sports.
- Many of the 'attractions' in and close to the district were dependent on the role played by volunteers (the resurgence of the Epping-Ongar railway being a good example of this), the wider voluntary sector and the support of infrastructure bodies such as Voluntary Action Epping Forest.

On the basis of the above, the taskforce has developed an Action Plan to address these issues, the key recommendations of which are detailed below:

- That a standing committee, of either One Epping Forest or Epping Forest District Council, under the Chairmanship of an elected member, remain in place to lead, coordinate, champion and promote the growth of the Tourism and Visitor economy locally. The Committee should also look at establishing sector-led groups e.g. hotels, restaurants, pubs to promote work and coordinate activity in their specialist areas.
- Commission work on the longer term branding of the district, and assessing the potential to grow the sector into overnight, weekend and longer stays, particularly around exploring London. The key priority to be to increase numbers but also maximise the retention of spend in the district.
- Exploratory work on the potential of growing eco/green tourism offer, and the development of a Hot (High Octane Triangle) Zone based on the White Water Centre in Waltham Abbey, Gunpowder Mills and Mountain Biking in the Forest, should be undertaken as a priority.
- That a submission be prepared on behalf of the sector, identifying physical investment programmes to support the industry, in particular re-opening the rail connection from Ongar to Epping to a scheduled service, providing bridges linking the LVRPA White Water Centre, the Royal Gunpowder Mills, and Waltham Abbey, looking at enhanced opportunities for higher-end accommodation sites in the district.

- Through the London Stansted Cambridge Corridor partners, and the West Essex Alliance, look to ensure connections are made with neighbouring areas' tourism promotion, in particular developing new trails from central London northwards to Cambridge. The Tri-council group (Enfield, Broxbourne and Epping Forest) should also be approached to develop cross border working. More detailed bids for external funding should also be prepared for these groups and be included in the Integrated County Strategy, or any other appropriate source of funding.
- Repeat Annual Tourism and Visitor Value research to chart longer term the health locally of the sector, and the impact of interventions.
- Partners should investigate as a matter of urgency the capacity required to deliver these improvements. It is clear that this report sets out an ambitious programme of work, but there remains a deficit in capacity in terms of staff time and resources to ensure the programme is delivered. It is suggested that a part-time post is established to support the ongoing work of the tourism partnership, the remuneration and location (which organisation hosts) of the post to be decided by the committee.

The District Council has adopted the recommendations of the Tourism Taskforce. To reflect the importance placed on the sectors contribution to Economic Development, (one of the Council's Key Objectives), and to address the final recommendation around capacity, the Council has already funded a Tourism Development Officer for an initial one year period. **(Recommendation 20)**

## SECTION SIX – RECOMMENDATIONS AND ACTIONS

### Summary of Key Recommendations

1. That the key aim of the District Council with respect to the future provision of Leisure and Cultural activity, is to increase the number of people actively participating, by ensuring that provision is accessible and of the highest affordable quality.
2. That the ability of Leisure and Cultural activities to deliver across a number of broader themes, such as Health and Wellbeing, Social Inclusion, Regeneration, Skills and Employment, Community Safety and Economic Development, is acknowledged and as such, is considered important to delivering policy objectives in these areas.
3. That the Leisure and Cultural Strategy sets out a medium term vision of 10 years, with a formal review after 5 years, to coincide with the length of the District Council's Corporate Plan.
4. That the Draft Vision Statement developed by the Community Visioning consultation exercise of the Local Plan, steers the longer term aspirations of the Leisure and Cultural Strategy.
5. That the Council's Leisure and Cultural Strategy takes account of National and Regional Policy, which should be kept under review.
6. That future service provision delivered by the Council maintains alignment to the locally relevant priorities of National/Regional supervisory and grant making bodies, to maximise external funding opportunities.
7. That since the Council's investment in purpose built leisure facilities, represents the largest area of discretionary spend, future provision should be delivered by the most cost effective means possible and that maximum Value for Money is sought in terms of cost and quality.
8. That whilst this Leisure and Cultural Strategy focuses on the role of the District Council, with respect to the services it delivers directly or plays a significant role in enabling, the conclusions of the "Epping Forest Open Space, Sport and Recreation Assessment" should form part of the key deliverables with respect to the Local Plan.
9. (a) That the conclusions of the Assessment Report with respect to future provision are accepted with regard to the quantitative adequacy of Swimming Pools, Health and Fitness Facilities, Squash Courts and Synthetic Pitches, based on current and future demand.  
  
(b) That the need to provide additional sports hall provision is accepted and that the opportunity to meet the deficiency by working with Epping Forest College, is positively explored.



(c) That it is acknowledged that the current level of provision is adequate with respect to catchment standards, (although age and condition of the Council's facilities will need to be addressed), but that future leisure facility provision is kept under review, as growth scenarios develop as part of the Local Plan.

(d) That provision of dual purpose spaces and facilities, where practically possible and affordable, are included within any development of new Leisure Facilities in the district, in order to accommodate arts, cultural and community activity.

10. That the current relative performance of the Council's Leisure Facilities with respect to cost, participation and subsidy, be noted and form a key consideration with respect to future provision.
11. That subject to confirmation of the final results of the building condition surveys, that Waltham Abbey Pool is deemed to have reached the end of its viable life, and be replaced by a new facility in Waltham Abbey, the part of the District with amongst the poorest health outcomes, with further work undertaken on the most suitable location, and how it may be funded.
12. That in the medium term, depending on growth in the locality, the opportunity to re-provide a replacement facility for Epping Sports Centre should be investigated and that any new Leisure Management Contract has appropriate break clauses to enable relocation.
13. That now confirmation of funding for the new Ongar Academy has been confirmed, and on the basis that the site adjacent to the existing Leisure Centre remains the preferred location, negotiations are entered into with respect to a dual-use arrangement for the Leisure Centre, with the intention of increasing use and sharing cost.
14. That the Council's Key Objectives with respect to Leisure management are re-affirmed as the basis for any future management contract, with the preferred option being to outsource to either the private sector or external trust.
15. That the procurement approach to the new Leisure Management Contract be by Competitive Dialogue, seeking to deliver flexibility for any partner to develop income streams to reduce costs, whilst still meeting the Council's Key Objectives with respect to participation and community access.
16. That based on the success of other authorities, any new management partners are encouraged to invest in new facilities, which may involve the Council in providing capital finance.
17. (a) That the future Community and Cultural Priorities for the Council are Community and Cultural Cohesion, Health Inequalities, Young People and Youth Unemployment, Anti-Social Behaviour, Ageing Population and Rural isolation.

- (b) That the potential for a further community hub development at Hillhouse, Waltham Abbey, be positively explored with the aim of co-locating health and wellbeing services to improve the quality of life of residents, in this area of health inequality.
18. That the Council adopts the priorities of the West Essex Health and Wellbeing Strategy and continues to play a key role in the local delivery of services, which have a positive impact on addressing health inequality, allowing people to live a longer more active life.
  19. That the Council, whilst acknowledging the important role of the voluntary sector, undertakes a review of its Grant Aid Policy and Discretionary Rate Relief Policy for Voluntary Organisations to ensure that resources are used in the most efficient way possible, and that policy priorities are met.
  20. That the Council continues to support the work of “One Epping Forest” generally, but specifically the work of the Tourism Taskforce in delivering their Action Plan, given the economic and social benefits that increased visitors to the District can bring.

### **Performance Indicators**

A suite of Key Performance Indicators will be developed to monitor the delivery of the Strategy once the Strategy has received consideration by the Cabinet.

### **Culture and Leisure Action Plan**

An Action Plan with appropriate timeframes and targets will be developed by the Portfolio Holder Advisory Group, to practically implement the key recommendations once the Strategy has received endorsement by the Cabinet.

## **SECTION SEVEN – BACKGROUND PAPER**

1. Leisure Centre, Facilities, Strengths/ Weaknesses and Maintenance Issues.

## **Epping Sports Centre**

The Centre was originally developed from a former Army Drill Hall and opened in 1975.  
The facility consists of;

- Sports Hall with viewing balconies at two levels,
- Activity Hall (former drill hall/gymnasium with wooden floor)
- 4 Squash Courts with viewing gallery above (one with glass back for exhibition or competition)
- Fitness studio with CV and resistance machines and small free weights area.
- Therapy room (operated by a third party)
- Creche (not registered under Children's Act)
- Lounge area
- Bar & kitchen
- Male and female changing rooms with showers
- Additional changing room with showers
- Parking for 27 cars

### **Maintenance Issues**

Basement flooding issues – under sports hall floor needs tanking

Sports Hall - sprung floor needs replacing

Car park drainage issues caused by tree roots

Out dated plant & equipment

Thermally inefficient

### **Strengths**

Well supported community centre

Good decorative order

Established management team

### **Weaknesses**

Age & design of building

Accessibility issues throughout building

Insufficient car parking spaces

No swimming pool

### **Waltham Abbey Swimming Pool**

Opened in 1969, originally consisted of a swimming pool and football changing rooms. The teaching pool was a later addition. The football changing rooms have since been converted into the fitness gym  
The facility consists of;

- Main Pool 25m x 9m; depth from 1m to 3m with ground floor viewing gallery
- Teaching Pool 12.2m x 6.14m, depth 1m throughout
- Sauna and steam
- Fitness studio with CV and resistance machines and free weights area
- Movement Studio
- Beauty salon (operated by a third party)
- Male and female changing rooms and showers - main pool & teaching pool
- Foyer with seating and refreshment vending
- Garden area with play equipment
- Parking for 86 cars

### **Maintenance Issues**

Roof needs replacing

Air handling plant & ductwork needs replacing

Thermally inefficient (all windows are single glazed)

Car park surface needs replacing

Inefficient plant & equipment

### **Strengths**

Well supported community based centre

Experienced long serving staff

### **Weaknesses**

Age & condition of building

Poorly located

Poor decorative order

Car park closed in bad weather due to slope

Limited space for dry activities

### **Loughton Leisure Centre**

Opened in January 2003 on the site of the old Loughton Swimming Pool.  
The facility consists of;

- Main Pool 25m x 12.5m depth from 0.9m to 2.2m. with water features and viewing balcony
- Teaching Pool - 17m x 6m with viewing gallery
- Fitness Studio CV & resistance equipment and free weights area
- Movement Studio with wood floor and mirrored walls
- Coffee Pod
- Function Hall (Octagon) – available to hire as meeting / function room
- Sauna & Steam rooms
- Changing village for swimming pools with both communal showers and separate men's & ladies showers
- Male and female dry sports changing rooms with showers & toilets
- Reception area / Foyer with vending machines and seating
- Adjacent public pay & display car park for 180 cars (this is outside the lease)

### **Maintenance Issues**

Numerous roof leaks

Worst energy efficiency rating

Poor standard of construction workmanship & wrongly specified material during construction

### **Strengths**

Good location

Extremely busy centre (centre income accounts for nearly 50% of income for contract)

Good accessibility for people with physical disabilities

### **Weaknesses**

Lack of understanding of Building Management System

Weak management team

Cleanliness issues

Octagon out-dated and unsuitable for most fitness classes

## **Ongar Leisure Centre**

Situated on the site of the Ongar Comprehensive School, the centre was opened in 1977 with a swimming pool and sports hall and extended in 1979.

The facility consists of;

- Swimming Pool - 25m x 12.5m, depth from 0.9m to 2.2m with poolside showers
- Sports Hall one court granwood floor hall with glazed viewing balcony/ activity area
- Activity area (1) laminated wood floor and partially mirrored, overlooking sports hall
- Activity Area (2) Vinyl floor, overlooking sports hall
- Beauty Room (hired to third party).
- Fitness Studio with CV and resistance machines and free weights area
- Outdoor Multi Use Games Area - floodlit, 2 tennis / five-a-side areas  
(This area needs refurbishment due to the surface condition)
- Viewing area with restricted view of the swimming pool, seating & vending machines
- Male and female dry sport changing rooms
- Swimming pool changing village with men's & ladies showers and toilets
- Playing Fields - 22 acres - marked out for junior football as required
- Parking for 180 cars – to be shared with Enterprise Centre and Adult Education Centre.

The use of the car park is subject to a car park agreement.

### **Maintenance Issues**

Roof will need replacing in near future (probably 5 -10 years)

Thermally inefficient

Poor energy efficiency rating

### **Strengths**

Only wet & dry facility and playing fields in the district

Good decorative order (recently refurbished)

Room to enlarge facility

Good accessibility for people with physical disabilities

### **Weaknesses**

Rural location

Poorly located (edge of town)

Poor highway signage

No changing facilities for outdoor pitches

Multi use games area surface needs replacing

No teaching pool

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<b>Epping Forest District Council Calendar of Meetings 2015/16</b>														
		2015									2016			
Meeting		May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May
<b>Executive</b>														
Council		28th		28th		29th		3rd	15th	16th(18th)			26th	26th
Cabinet			11th	23rd		3rd	8th	5th	3rd		4th	3rd	7th	
FPM Cab Comm			18th	30th		17th		12th		21st		17th		
AM & ED Cab Comm				9th			15th		10th		11th		14th	
Local Plan Cab Comm				2nd			1st			14th			21st	
<b>Scrutiny</b>														
OS Committee			9th	21st			20th			5th	23rd		19th	
Scrutiny Panel I			16th			8th		10th		12th		8th		
Scrutiny Panel II				7th			6th		1st		2nd		5th	
Scrutiny Panel III			23rd			15th		17th		19th		15th		
Scrutiny Panel IV				14th			13th		8th		9th		12th	
Scrutiny Panel V			30th			22nd		24th		26th		22nd		
<b>Planning</b>														
District Development			10th		5th		7th		2nd		24th		20th	
Plans East		13th	17th	15th	12th	9th	14th	11th	9th	13th	10th	9th	6th	11th
Plans West		20th	24th	22nd	19th	16th	21st	18th	16th	20th	17th	16th	13th	18th
Plans South			3rd	1st-29th	26th	30th	28th	25th		6th	3rd	2nd-30th	27th	
<b>Licensing</b>														
Licensing Committee							14th						13th	
Licensing Sub-Comm			9th	7th	4th	8th	6th	10th	8th	12th	9th	8th	5th	
<b>Miscellaneous</b>														
Audit & Governance			29th			21st		30th			1st	28th		
Housing Appeals Panel			8th	6th	3rd	7th	5th	2nd	7th	11th	8th	7th	11th	
Joint Consultative Comm				20th			19th			18th			18th	
Local Councils Liaison				6th				16th				21st		
Appointments Panel		14th-21st												12th-19th
Standards Committee				13th			12th			25th			25th	
Dev Control Chairs/Officers						23rd						23rd		
Webcast meeting:			<u>Easter 2016</u>			Fri 25-Mar-16 - Mon 28-Mar-16				<u>Local/PCC Election</u>			Thu 5-May-16	

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