



To: Members of Shaftesbury Town Council's Shaftesbury Swimming Advisory Committee (SSAC): Cllr Phil Proctor, Cllr Laura Langley, Stuart Edwards (Chair), Janice Jackson (Vice Chair), Ryan Baker, Julie Jobling, Wynn Kingston (Youth Council) and Hayden Lo (Youth Council). All other recipients for information only.

## A G E N D A

### **SHAFTESBURY SWIMMING ADVISORY COMMITTEE**

You are summoned to a meeting of the for the transaction of the business shown on the agenda below. To be held at **5.30 pm on Monday, 3<sup>rd</sup> October 2022** in the **Council Chamber, Shaftesbury Town Hall**.

Mrs Brie Logan   
Town Clerk, 27<sup>th</sup> September 2022

**Public Participation:** The Chairman will invite members of the public to present their questions, statements or petitions submitted under the Council's Public Participation Procedure.

Members of the public and Councillors are entitled to make audio or visual recordings of the meetings provided it does not cause disruption or impede the transaction of business, Out of courtesy to those present, the Council request that intention to record proceedings is brought to the Chairman's attention prior to the start of the meeting.

1. [Apologies – To receive and consider for acceptance](#)
2. [To receive any Declarations of Interests and Requests for Dispensation](#)
3. [Minutes of the Shaftesbury Swimming Advisory Committee held on 28<sup>th</sup> June 2022](#)
4. [To consider a new member joining the Advisory Committee](#)
5. [To review the 2022 season survey results and consider next steps](#)
6. [To review the 2022 season for the Shaftesbury Lido](#)
7. [To review the Swim England proposal and agree next steps relating to Feasibility Study](#)
8. [To receive and note an update on Shaftesbury Wellness 2023, Shaftesbury in Bloom and Coombe House](#)

## **Agenda Item No. 1**

### **Apologies – To receive and consider for acceptance**

The Council (including committees) should approve (or not) the reason for apologies given by absent councillors. If a council member has not attended a meeting of the council (or its committees) or has not tendered apologies which have been accepted by the council (or committee), for six consecutive months, they are disqualified.

## **Agenda Item No. 2**

### **To receive any Declarations of Interests and Requests for Dispensation**

Members and Officers are reminded of their obligations to declare interests in accordance with the Code of Conduct – adopted in July 2021. The Clerk will report any dispensation requests received.

Where a matter arises at a meeting which relates to a councillor's interest, the councillor has the responsibility of declaring that interest in accordance with the adopted code of conduct. (Shaftesbury Town Council Code of Conduct, 2019)

## **Agenda Item No. 3**

### **Minutes of the Shaftesbury Swimming Advisory Committee held on 28<sup>th</sup> June 2022**

When the meeting is approving the draft minutes of a previous meeting as an accurate record, the only issue for the meeting is whether the minutes accurately record the proceedings of the meeting and the resolutions made at them. It is irrelevant if the chairman or other councillors were not present at the meeting to which the draft minutes relate.

If it is necessary for the draft minutes of the previous meeting to be corrected because of inaccuracies, then the amendments to the draft minutes must be approved by resolution. (Tharmarajah, 2013, p. 154).

#### **Recommendation**

Confirm the accuracy of the Minutes of the SSAC meeting held on [28<sup>th</sup> June 2022](#).

## **Agenda Item No. 4**

### **To consider a new member joining the Advisory Committee**

As per 2.2 of the Terms of Reference the Advisory Committee shall extend until the Lido Swimming Business Plan and Feasibility study has been assessed. A member of the committee, David Mitcham, resigned from the committee and a member of the Friends of Shaftesbury Swimming has expressed an interest in joining the committee as a replacement member.

#### **Recommendation**

The committee considers the request from the new member and recommends this is presented to Shaftesbury Town Council to resolve on the membership.

## Agenda Item No. 5

### To review the 2022 season survey results and consider next steps

In August 2022, swimmers were asked to complete a user survey. The objective of the survey was to seek feedback on their experience and to guide future decision making. The [2022 season survey results](#) survey results can be viewed here.

#### **Recommendation**

The committee reviews the survey results and agrees the next steps to be presented to STC for consideration.

## Agenda Item No. 6

### To review the 2022 season for the Shaftesbury Lido

#### **Summary**

A review of the 2022 season has been undertaken by the Shaftesbury Swimming Advisory Committee. The [High level review of the 2022 season - draft](#) report can be viewed here.

The committee needs to undertake a final review of the 2022 season to ensure that all relevant information is captured in advance of presenting the information to Shaftesbury Town Council. The report includes the maintenance issues that have been highlighted. The maintenance list needs to be reviewed and priorities identified as part of the budget preparation and consideration by the council for the 2023 season.

#### **Recommendation**

The committee approves the content of the 2022 season report and agrees the next steps to be presented to Shaftesbury Town Council for consideration.

## To review the Swim England proposal and agree next steps relating to Feasibility Study

### Summary

From the work undertaken to establish the maintenance issues, including significant capital expenditure investment that has been identified, it will be important to understand the long-term sustainability of the pool.

Following a site visit, the national experts, Swim England, suggested the opportunity to enlist the services of the Business Development team to support with the development of a Feasibility Study.

Following dialogue with the Swim England team, in August a [Scoping Report](#) proposal was submitted to the team requesting a quote to undertake a Feasibility Study.

The scoping report asked Swim England to consider a quote to provide the following:

- a. A clear view of the potential of the pool in terms of demand and revenue.
- b. A costed plan for phased investment which is justifiable in business terms in relation to that potential and can enable it to be achieved.
- c. A model for future operational management

This is the response:

- a. *A clear view of the potential of the pool in terms of demand and revenue.  
Our current insight is based on data from Learn to Swim which would be more applicable to Coombe House and Riversmeet. We can use it to estimate Learn to Swim numbers at the Lido taking into account its seasonal operation. We don't have casual swim data, especially any linked directly to lidos and would be using local population data to estimate casual usage.*
- b. *A costed plan for phased investment which is justifiable in business terms in relation to that potential and can enable it to be achieved.  
Unfortunately, we are not in a position to provide this. We lack the data to support investment justification and do not have the resource for creating costs for possible investment. Our Facilities team can give you some guidance on suppliers but the best port of call is the Sport England website. Sport England have a Framework for consultants which needs to be used if you are potentially going to them for funding : <https://www.sportengland.org/guidance-and-support/facilities-and-planning/active-environments-framework>*
- c. *A model for future operational management.  
We can give you support with this in terms of ideas and examples of different methods to find a best fit. Until this is in place, we can also provide the current team help with business planning and aquatic services, advising on income streams and potentially implementing programmes to increase revenue.*

*Taking all the above into account and on reflection we don't believe that the Business Solution proposed is right for your needs at this present time.*

Further research has been undertaken and a Lido Consultant has potentially been sourced, on recommendation from a Hampshire based Lido.

The expectation is that the Consultant will provide a considered view on material for a cost of £150 and the full cost of a full feasibility report will be £2,500 however confirmation of this is awaited.

### **Recommendation**

The committee considers a recommendation to present to Shaftesbury Town Council that the Consultant is commissioned to carry out the Lido Feasibility Study at a cost of £2,500.

**To receive and note an update on Shaftesbury Wellness 2023, Shaftesbury in Bloom and Coombe House**

**Summary**

**Shaftesbury Wellness** 2022 benefitted 1,576 residents through the 14-week programme of health and wellbeing activities.

The Social prescription team are keen to explore how the Aquafit sessions at the Lido could benefit a wider group of people. Shaftesbury 2023 may include Aquafit sessions.

A meeting is planned on 6<sup>th</sup> October and a full update will be provided to the committee and Shaftesbury Town Council thereafter.

**Shaftesbury in Bloom** volunteers are tending to the flower beds to tidy them up for the winter period. In advance of the 2023 season there is an opportunity to look at new outdoor planting at the Lido in collaboration with the SiB team.

**Coombe House** has recently appointed a Leisure Manager to manage the operations including the Swimming Pool. A meeting was due to be scheduled however the centre is awaiting further decision making by the Board of Directors and therefore there are no further updates at this present time.

**Recommendation**

The committee considers providing an update to Shaftesbury Town Council, and this is delegated to the Chair and Town Clerk to onward communicate relevant updates