

# Culture and Leisure Overview and Scrutiny Committee



SOUTH  
KESTEVEN  
DISTRICT  
COUNCIL



Tuesday, 9 January 2024 at 10.00 am  
Council Chamber - South Kesteven House,  
St. Peter's Hill, Grantham. NG31 6PZ

**Committee**

Councillor Paul Fellows (Chairman)

**Members:**

Councillor James Denniston (Vice-Chairman)

Councillor Matthew Bailey, Councillor Emma Baker, Councillor Harrish Bisnauthsing, Councillor Gareth Knight, Councillor Paul Martin, Councillor Chris Noon and Councillor Susan Sandall

## Agenda

This meeting can be watched as a live stream, or at a later date, [via the SKDC Public-1 Channel](#)

**1. Public Speaking**

The Council welcomes engagement from members of the public. To speak at this meeting please register no later than 24 hours prior to the date of the meeting via [democracy@southkesteven.gov.uk](mailto:democracy@southkesteven.gov.uk).

**2. Apologies for absence**

**3. Disclosure of Interests**

Members are asked to disclose any interests in matters for consideration at the meeting.

**4. Minutes from the meeting held on 30 November 2023**

(Pages 3 - 14)

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**Karen Bradford, Chief Executive**  
[www.southkesteven.gov.uk](http://www.southkesteven.gov.uk)

5. **Updates from previous meeting** (Page 15)
6. **Announcements or updates from the Leader of the Council, Cabinet Members or the Head of Paid Service**
7. **Wyndham Park Tennis Courts** (Pages 17 - 21)  
To provide an update on the refurbishment of the Wyndham Park Tennis Courts.
8. **Update on Street Markets** (Pages 23 - 32)  
To provide an update on the responses received from the Town Council's and Grantham Charter Trustees to help inform the next stages regarding the development and future management of Council-operated street markets in Bourne, Grantham and Stamford. The report proposes the creation of a task and finish group to oversee a consultation regarding the future of markets, ahead of the development of a markets strategy.
9. **LeisureSK Ltd Management Fee Request & Business Plan** (Pages 33 - 95)  
To reconsider the level of management fee required to support LeisureSK Limited and to receive the Business Plan for financial year 2024/2025.
10. **Work Programme 2023-24** (Pages 97 - 99)  
To consider the Committee's Work Programme for 2023-24.
11. **Any other business which the Chairman, by reason of special circumstances, decides is urgent**

## Minutes

### Culture and Leisure Overview and Scrutiny Committee

Thursday, 30 November 2023, 10.00 am

Council Chamber – South Kesteven House,  
St Peter's Hill, Grantham, NG31 6PZ



SOUTH  
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#### Committee Members present

Councillor Paul Fellows (Chairman)  
Councillor James Denniston (Vice-Chairman)

Councillor Harrish Bisnauthsing  
Councillor Gareth Knight  
Councillor Matthew Bailey  
Councillor Paul Martin  
Councillor Chris Noon  
Councillor Susan Sandall  
Councillor Virginia Moran

#### Cabinet Members present

Councillor Richard Cleaver (Leader of the Council)  
Councillor Ashley Baxter (Deputy Leader of the Council)  
Councillor Rhea Rayside (Cabinet Member for People and Communities)  
Councillor Paul Stokes (Cabinet Member for Culture and Leisure)

#### Other Members present

Councillor Tim Harrison

#### Officers

Nicola McCoy-Brown (Director of Growth and Culture)  
Graham Watts (Monitoring Officer, Assistant Director of Governance and Public Protection)  
Karen Whitfield (Assistant Director of Culture and Leisure)  
Claire Saunders (High Street Heritage Action Zone Project Manager)  
Michael Chester (Team Leader – Leisure, Parks and Open Spaces)  
Debbie Roberts (Head of Corporate Projects, Policy and Performance)  
Charles James (Policy Officer)  
Amy Pryde (Democratic Services Officer)

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#### 26. Public Speaking

There were none.

#### 27. Apologies for absence

Councillor Virginia Moran substituted for Councillor Emma Baker.

Councillor Matt Bailey had replaced Councillor Robert Leadenhams's seat on the Committee.

## **28. Disclosure of Interests**

The Vice-Chairman, Councillor James Denniston and the Head of Corporate Projects, Policy and Performance declared an interest on agenda item 9 – LeisureSK Limited Management Fee request for 2024/25, due to being Directors of LeisureSK Limited.

## **29. Minutes from the meeting held on 5 September 2023**

One Member raised a query in relation to a previous decision made for Members to be involved and work in collaboration with the Director of Growth and Culture in producing the HelloSK App. It was noted that this was an action point for the January meeting.

Consideration of holiday activity for young people was raised as an action point ahead of the January meeting to look at in advance of the March meeting.

The Assistant Director of Culture and Leisure clarified that holiday club activities was not one of the Council's responsibilities, however, conversations would take place outside of the Committee meeting.

**ACTION: To discuss the issues around the HelloSK app and for Members to have an input on future improvements.**

It was proposed, seconded and **AGREED** that the minutes of the meeting held on 5 September 2023, were a correct and accurate record.

## **30. Updates from previous meeting**

The Chairman had sent out a letter in relation to markets to the Parish Council's that wished to engage with the Council. Markets would be on the agenda for the next Culture and Leisure Overview and Scrutiny Committee.

Members thanked all Officers involved in arranging the Leisure Centre visits for the Committee. It was requested whether visits to Arts Centres could take place in due course.

## **31. Announcements or updates from the Leader of the Council, Cabinet Members or the Head of Paid Service**

The Deputy Leader of the Council confirmed that an Extraordinary meeting of Full Council would take place on 11 January 2023 to discuss Deepings Leisure Centre.

A Joint Finance and Culture Overview and Scrutiny Committee would also be taking place in the near future.

### **32. Grantham Mid-Lent Fair - results of consultation**

The Cabinet Member for Culture and Leisure presented the report, following a request by the Showman's Guild to extend the dates for the Grantham Mid-Lent Fair for 2024. The Committee were provided with a map to clarify the location of the fair in Grantham. The Showman's Guild had requested a change in 2017, which was rejected.

To ensure that the Council could fully consider the request, including the views of affected residents, businesses and wider stakeholders, a consultation exercise had been undertaken.

The Mid-Lent fair dates were contained within the Royal Charter of Grantham (1484), and should the Council agree to the requested change of date, the decision would need to be referred to the Secretary of State for final approval. This decision was timely, due to all applications for road closures would need to be submitted at the beginning of December 2023.

The statistics from the consultation showed a balanced opinion, however, the majority of local businesses were against the proposal.

*(Councillor Harrish Bisnauthsing declared an interest of being an honorary Member of the Showman's Guild, he did not participate in the debate or vote.)*

It was queried as to what the Showman's Guild thought the date changes would bring to the town.

It was confirmed that the proposal was a commercial venture for Showman's Guild, to encourage people to visit on evenings of the weekend.

Concern was raised on residents previously complaining regarding parking when the fair was on at the weekends.

Clarification was sought around the days Showman's Guild were proposing.

It was clarified that Showman's Guild were requesting the Mid-Lent fair to take place from Wednesday to Sunday.

One Member informed the Committee that swapping the nights of the fair would coincide with two busy nights in the town for the evening trade. Issues were raised on anti-social behaviour at the weekends without the fair, it was believed that the fair may exacerbate these problems. The impact on residents and local businesses were discussed.

It was proposed, seconded and **AGREED** that:

**The Culture and Leisure Overview and Scrutiny Committee reject the proposals received from the Showman's Guild in relation to the event period for the Grantham Mid-Lent Fair.**

**33. Review of a district-wide Blue Plaque Guide and Information Trails**

The Deputy Leader of the Council presented the information report which presented a national review of Blue Plaque Schemes. The Blue Plaques in South Kesteven were highlighted.

It was proposed, seconded and **AGREED** that:

**The Culture and Leisure Overview and Scrutiny Committee:**

1. **Endorses Officers collaborating with Civic Societies, Town Councils and other stakeholders, in creating a list of figures who have shaped their community via a consultation exercise targeted at residents and local groups which allows people and buildings from across South Kesteven to be nominated.**
2. **Endorses raising the profile of Grantham, by encouraging residents to download the TrailTale app.**
3. **Endorses the Council's Economic Development Team and Planning Conservation Officers to engage in an audit of existing heritage plaques in South Kesteven to inform future recommendations regarding levels of existing representation and future additions to the TrailTale app.**
4. **Agrees to receive a further update on the plans to expand the official blue plaque scheme beyond London when this becomes available.**

**34. LeisureSK Limited Management Fee request for 2024/2025**

One Member queried why certain Members of the Leisure SK Ltd Board were removed from the meeting, however, one Board Member remained in the meeting.

The Monitoring Officer clarified that the Chairman of the Board was presenting the report and answering any questions from Members. It was deemed necessary that any other Members of the Board leave the Chamber for this item.

The Chairman of Leisure SK Ltd presented the report which requested the Committee to secure the ongoing provision of leisure across the District. The Council was entering the annual process of budget setting.

The report provided the restructure and the significant changes in key income costs that were increasing (fitness, swimming, staffing and utilities). There were encouraging funding opportunities that had been actively sought in partnership with Council Officers and Members of Leisure SK Ltd.

Appendix 1 of the report provided the Committee with a full transparency of the budget proposal.

The Committee were reminded of the early notification that works were due to take place at Bourne Leisure Centre on the roof, which will result in further costs.

One Member noted the fact that Deepings Leisure Centre was losing out on £20,000 for central marketing and supply, despite being closed. It was queried whether that cost would be put back into the other three leisure centres.

It was confirmed that the document presented was an overtype of another document and there should have been pages removed from it, one of which related to Deepings Leisure Centre. The Chairman of Leisure SK Ltd was satisfied with the main part of the costs as presented in the report.

Concern was raised on the £1 per month increase on the swim school lessons from September 2025 being an extremely low increase.

The £1 per month increase on the swim school lessons was consulted with the Leisure SK Ltd Board. The Chairman of the Board was happy to reconsider the matter at a future Board meeting.

The Committee were reassured that there had been an underprice increase on monies that was agreed the previous year and therefore, had increased significantly in the last two years. As part of that agreement, the board were provided with benchmarking information to consider costs of swimming lessons regionally and locally.

Clarification was sought around the deficit monies proposal and the proposed budget.

The Chairman clarified that the proposed budget allocation of £454,422 was to support the trading operation of LeisureSK Ltd. Without the monies, the Council's ability to provide leisure provision across the District would be compromised.

The Assistant Director of Culture and Leisure reassured the Committee that the contract between the Council and Leisure SK Ltd was set up in such a way that the Council fund the deficit via management fee payments. If the company moved to a surplus position, then the monies would be returned to the Council, in line with the contractual arrangements.

Responsibilities of the Council were highlighted in relation to repairs and maintenance and improving leisure facilities. The Council had previously undertaken condition surveys, which were being worked through on all three leisure facilities.

It was queried as to how much the condition surveys had cost.

The fully costed 30-year condition survey had been undertaken, with partnership working ongoing with Property colleagues to prioritise tasks needing to be completed. All tasks flagged as being 'end of life/urgent' had been completed.

One Member questioned whether the budget monitoring figures within the exempt appendix were up-to-date. For which the Chairman of Leisure SK Ltd confirmed they were.

It was proposed, seconded and **AGREED** that the exempt appendix be discussed in closed session (By virtue of paragraph(s) 3 of Part 1 of Schedule 12A of the Local Government Act 1972).

Members discussed the recommendations set out in the report, alongside taking the exempt appendix into consideration. Members felt they were unable to make a decision on the management fees at this time, due to lack of information provided.

The Chairman of Leisure SK Ltd highlighted that the Committee had the correct figures available, however, comparisons from previous years would be brought back to the meeting in January. Members were urged to approve budget proposal, in order to be included within the budget.

It was proposed, seconded and **AGREED** to postpone and defer the LeisureSK Limited Management Fee Request for 2024/2025 to the next Culture and Leisure Overview and Scrutiny Committee, being held on 9 January 2024.

It was proposed, seconded and **AGREED**:

**That the Culture and Leisure Overview and Scrutiny Committee**

**1. Agree to receive and analyse the Business Plan for LeisureSK Ltd for financial year 2024/2025 at the scheduled meeting of the Overview and Scrutiny Committee on 9 January 2024.**

### **35. Mid-year KPI Performance Monitoring**

The Head of Corporate Projects, Policy and Performance presented the mid-year report that outlined South Kesteven District Council's performance against the Corporate Plan Key Performance Indicators (KPIs) for the year of 2023/2024.

2023/2024 would be the final year of monitoring these existing KPIs. A refresh of the Corporate Plan was currently underway. To accompany the new Corporate Plan, a new suite of KPIs will be developed to reflect the priorities, ambitions and actions of the new Plan. These KPIs will be approved by each Committee and reporting will commence from April 2024.

Appendix A presented the overall performance against the four actions being presented, as well as specific performance against the sub measures contained

within those. Specific commentary had been provided for each action, which was summarised as follows:

4 of the actions are rated Green. These are actions which are on or above target as planned.

One Member queried as to how the KPIs were measured.

It was noted that the delivery of 'growth and our economy' target to engage with attractions was 40 and it had achieved 75, meaning the target had been met and overachieved. All targets were set at the setting of the Corporate Plan when it was adopted in 2020.

Clarification was sought on two of the same actions that had different status outcomes.

The Chairman highlighted that these KPIs fell under the responsibility of another Overview and Scrutiny Committee.

It was proposed, seconded and **AGREED** that:

**That the Culture and Leisure Overview and Scrutiny Committee:**

- 1. Review and scrutinise the performance against the Corporate Plan Key Performance Indicators in relation to the delivery of the Corporate Plan priorities and outcomes.**
- 2. Use this report to inform and support the ongoing work programme of the Committee.**

*(Councillor Harrish Bisnauthsing left the meeting at 11:30)*

### **36. STEAM 2022 Report - Economic Impact of the Visitor Economy**

The Deputy Leader of the Council presented the report which provided the Committee with insights into the economic impact of the visitor economy in South Kesteven for 2022. The purpose of the report was to collectively develop an understanding of the wider visitor economy landscape to identify how the Council can support the continued recovery of the sector, whilst maintaining long-term resilience amongst key stakeholders.

The Committee were provided with an interactive version of the STEAM data, which included the following trends:

- The visitor economy was resilient.
- Overall visitor numbers were down.
- Visitors were spending more.
- Staying visitors had increased.

Members queried how the visitor economy figures had been measured and detailed accurately.

The Deputy Leader of the Council clarified the STEAM report quantifies the local economic impact of tourism from staying and day visitors through analysis and use of a variety of inputs, including visitor attractions numbers. It was also measured by tourist accommodation, bed stock, events, attendance occupancy levels, accommodation tariffs, macroeconomic factors etc.

A further query was raised on how visitor spend data was collected.

Clarification was sought around the data provided around youth hostels and whether there were any in the District.

The Chairman clarified there was a youth hotel in Thurlby, Bourne.

One Member highlighted impacting factors of the presented data was missing, for example, traffic congestion on the A1 potentially drawing people towards Belton House.

It was queried as to whether the data had been shared with Parish Councils.

The Director of Growth and Culture informed the Committee that Parish Councils had not received the data directly, however, they could access to the document.

It was noted, GPS (Global Positioning System) footfall data had been used as a tool for some of the data sets.

It was proposed, seconded and **AGREED**:

**That the Culture and Leisure Overview and Scrutiny Committee:**

- 1. Examines the Scarborough Tourism Economic Accommodation Model (STEAM) data for 2022**
- 2. Considers the wider visitor economy landscape to identify how the Council could support the continued recovery of the sector, whilst maintaining long term resilience amongst businesses and key stakeholders.**

### **37. Grantham Heritage Action Zone**

The Leader of the Council presented the report which provided an update on the progress of the Grantham High Street Heritage Action Zone Programme.

The majority of the programme budget in 2023 was for the completion of the Capital Grants Programme supporting shopfront regeneration works and the Westgate Hall regeneration project.

9 shopfront regeneration were scheduled for completion by the end of the programme. Out of the 9 projects, 3 had been completed and 4 were currently under delivery. Project officers had met with contractors for the two remaining shopfronts, which were expected to begin before 2024.

The Westgate Hall regeneration project was progressing well, however, there had been some slight delays in the initial delivery schedule as a result of a need to discharge a number of planning conditions relating to roof treatments before the materials could be ordered. This had since been resolved and the installation of roof lights, completed. The grant aided works to Westgate Hall were anticipated to be completed by December 2023.

Delivery of the restoration of 71 High Street, Grantham remained significantly behind schedule and Officers were working closely with property owners to bring the project to a resolution. This delay may result in increased total project costs; however, the grant of value would not be increased, with any additional costs being met by the property owner.

A draft Conservation Area Appraisal and Management Plan had been completed by Heritage Trust Lincolnshire. It was undergoing the initial review by the Planning Team to ensure the recommendations were in line with approved Council policy documents.

The 'Grantham's Hidden History' trail had been completed and launched on the free Trail-Tale App in June 2023. It had already received positive feedback from users, along with press coverage, including featuring on BBC Radio Lincolnshire.

The Leader of the Council informed the Committee of the cultural programme.

One Member queried whether there would be continued engagement with the dramatic society. In response it was confirmed, the programme was to ensure Grantham's culture thrived to stimulate the visitor economy.

The High Street Heritage Action Zone Project Manager clarified the intention was for the organisations the Council was working alongside, to deliver elements of work beyond the end of the programme.

One Member requested figures for the 'Trail-Tale App' and whether the app was still promoted.

The last update received was from a few months ago, where there were 170 unique users of Grantham's Hidden History. The Council were continuing to promote the programme beyond the scope of the scheme. The potential future of developing trails on the same platform for other towns would be explored.

The Committee thanked Officers for their work on the ongoing project.

It was proposed, seconded and **AGREED**:

**That the Culture and Leisure Overview and Scrutiny Committee:**

- 1. Reviews and endorses the report first presented to both the Finance and Economy Overview and Scrutiny Committee on 19 September 2023 and Rural and Communities Overview and Scrutiny Committee on 11 October 2023.**
- 2. Agrees to receive a report on the closure of the programme in six months.**
- 3. Is invited to share any comments they may have on this report with the programme board.**

**38. Performance of Council funded Arts venues**

The Cabinet Member for Culture and Leisure presented the report which provided information on the current performance of the Council's arts services. In particular, how the service had recovered from the impact of the pandemic. Although the behaviour of cultural audiences had changed, it was pleasing to see how the Council's venues had responded.

The programmes on offer currently were returning to pre-pandemic levels. As detailed within the report, the Council's arts service was not only centred on the venues themselves, it included outreach activity and the provision of high quality performances within rural areas.

Since September 2023, the 'pay it forward' scheme had attracted over £1,300 in donations and the money was being used to provide free tickets to residents who would otherwise be unable to access performances.

The comparison charts for pre-pandemic levels were discussed. It was queried as to why Stamford Arts Centre were only holding 56% of events held pre-pandemic, however Guildhall Arts Centre were holding the same amount of events.

The Assistant Director for Culture and Leisure clarified the roof replacement on Stamford Arts Centre had severely impacted the programme of events.

It was suggested the Committee receive a tour of all Council-operated arts venues in the District.

One Member informed the Committee of the Deepings short film festival. It was suggested other arts venues may consider the provision of showcasing short films with the assistance from local authorities.

An update on the replacement boiler in the Guildhall arts centre was requested and whether it would impact ticketed performances.

It was confirmed the replacement of the boiler was out to tender at present, with Officers working alongside Property colleagues. The timescale for the replacement boiler would be confirmed once the letting of the contract work had taken place.

It was proposed, seconded and **AGREED**:

**That the Culture and Leisure Overview and Scrutiny Committee:**

- 1. Examine the information provided in the report relating to the current operating and performance of the Council's three arts venues.**
- 2. Support an application to Arts Council England for a project grant to undertake an audience development project.**

**39. Work Programme 2023-24**

The Committee noted the Work Programme.

The following item was added to the Work Programme for the meeting held on 9 January 2024:

- LeisureSK Limited Management Fee request for 2024/25

The following item was added to the Work Programme for the meeting held on 26 March 2024:

- Draft KPIs
- Review of Hello SK / Discover SK

One Member suggested an additional meeting be scheduled for late January in order to address additional items on the Work Programme.

**40. Any other business which the Chairman, by reason of special circumstances, decides is urgent**

There were none.

**41. Close of meeting**

The Chairman closed the meeting at 11:42.

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# Action Sheet

Culture and Leisure Overview and Scrutiny Committee – Actions from meeting of 30 November 2023

Min no	Agenda item	Action	Assigned to	Comments/Status	Deadline
29	Minutes from the meeting held on 5 September 2023	To discuss the issues around the HelloSK app and for Members to have an input on future improvements.	Nicola McCoy-Brown (Director of Growth and Culture)	Update to be provided at meeting	Ongoing

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## Culture and Leisure Overview and Scrutiny Committee

9 January 2024

Report of Councillor Paul Stokes,  
Cabinet Member for Culture and  
Leisure

### Update on the refurbishment of Wyndham Park Tennis Courts, Grantham

#### Report Author

Michael Chester, Team Leader – Leisure, Parks and Open Spaces

 michael.chester@soutkesteven.gov.uk

#### Purpose of Report

To provide an update on the refurbishment of the Wyndham Park Tennis Courts.

#### Recommendations

**It is recommended the Culture and Leisure Overview and Scrutiny Committee:**

1. Notes the positive update in relation to the refurbishment of the Wyndham Park tennis courts.

## Decision Information

Does the report contain any exempt or confidential information not for publication? No

What are the relevant corporate priorities? Healthy and strong communities

Which wards are impacted? Grantham St Vincent's Ward

## 1. Implications

Taking into consideration implications relating to finance and procurement, legal and governance, risk and mitigation, health and safety, diversity and inclusion, safeguarding, staffing, community safety, mental health and wellbeing and the impact on the Council's declaration of a climate change emergency, the following implications have been identified:

### ***Finance and Procurement***

- 1.1 The Council identified an opportunity to attract grant funding from the Lawn Tennis Association to fully fund a refurbishment of the two public use tennis courts in Wyndham Park. As part of the funding arrangements, this required a collaborative approach with Grantham Tennis Club who have taken on the management and operation of the courts under a leasehold arrangement.
- 1.2 The costs of refurbishment works were 100% met by the grant award from the LTA with no requirement from the Council to contribute towards the costs of the refurbishment works.
- 1.3 The terms of the lease require a financial contribution from the Council of £8,428 to cover the first three-years contribution to the sinking fund and gate maintenance. This will be funded from the Special Expense Reserve for Grantham, from year four Grantham Tennis Club will be responsible for covering the costs in relation to the sinking fund.

Completed by: **Richard Wyles, Deputy Chief Executive and s151 Officer**

### ***Legal and Governance***

- 1.4 Legal advice and support was provided by Legal Services Lincolnshire to develop the lease between the Council and Grantham Tennis Club, with approval of the terms of the lease being obtained from Fields In Trust.

1.5 Other legal and governance implications are set out in the body of the report.

Completed by: **Graham Watts, Assistant Director (Governance and Public Protection) and Monitoring Officer**

## **2. Background to the Report**

2.1 The Council's Corporate Plan 2020 to 2023 contains the key priorities of investing in the health of our local communities and improving our parks and open spaces. Wyndham Park in Grantham is a much loved and valued community asset, which provides opportunities for residents and visitors to enjoy being in the open air and to take part in informal activity.

2.2 During the 13 June 2023 meeting of the Culture and Leisure Overview and Scrutiny Committee meeting, Members requested an update on the progress of the Wyndham Park Tennis Court refurbishment.

2.3 The improvements to the tennis courts in Wyndham Park have been wholly funded by the Lawn Tennis Association (LTA). Acceptance of the funding award and the entering of a lease arrangement with Grantham Tennis Club was approved at a meeting of Cabinet held on 8 November 2022 (See **Background Papers**).

2.4 Following this decision, the Council commissioned an LTA approved contractor to undertake the refurbishment works utilising grant funding of £58,826.46. The contractor was secured from a framework ensuring compliance with the Council's Financial Regulations.

2.5 In parallel to commissioning the improvement works, negotiations led by the Council's Property Team continued with Grantham Tennis Club on the terms of the lease. Due to the immovable timelines imposed on the project by the Department for Digital, Culture, Media & Sport (DCMS), it was necessary to sign the construction contract in advance of entering into the lease.

2.6 Construction works commenced on the tennis courts in February 2023 and completed in early March 2023, in readiness for painting once the court surface had sufficient time to cure. Following inclement weather issues in early Spring 2023, the painting of the courts completed in May 2023.

2.7 As the proposed lease between the Council and Grantham Tennis Club was for a term of 15 years, in line with the Local Government Act 1972, it was necessary to publish a Section 123 Notice. Notice was thereby given in the Grantham Journal for two consecutive weeks.

2.8 The lease negotiations between the Council and Grantham Tennis Club was complex, as Wyndham Park has Fields in Trust (FIT) status. This places certain

obligations on the Council to protect the park. Therefore, the draft lease had to be considered by the FIT Planning and Policy Committee.

- 2.9 As a result, there were several clauses within the draft lease which had been prepared and which required amendment and re-negotiation. This process took some time to work through, resulting in the lease not being executed until 17 November 2023.
- 2.10 A soft launch opening of the courts was held on 5 December 2023 with representatives from Grantham Tennis Club, the Lawn Tennis Association, Council Officers and Members in attendance.
- 2.11 As part of the agreement with Grantham Tennis Club, to encourage community usage, there are free slots on the courts each day which are bookable in advance. These are at varying times and those who can pay, will be encouraged to leave the free slots for people who would not be able to otherwise access the facilities. The availability and timing of the free slots will be monitored by the Tennis Club and changes made where necessary, to fit with demand.
- 2.12 In addition, there will be free weekly tennis coaching sessions hosted by the Tennis Club. Over the winter months, the Tennis Club will be recruiting and upskilling Tennis Activators to deliver these sessions which are planned on Sunday mornings from Spring 2024.
- 2.13 The Tennis Club have demonstrated a very collaborative approach and on the court booking website, are encouraging people where cost may be a barrier to participation, to contact the Club. The Club are open to exploring other initiatives Members may wish them to consider.
- 2.14 Officers will continue to work with the Tennis Club to plan a much grander launch of the tennis courts with the aim of coinciding with other events being planned in Wyndham Park.

### **3. Key Considerations**

- 3.1 This report is an update of the conclusion of the works to refurbish the tennis courts as requested at a meeting of the Culture and Leisure Overview and Scrutiny Committee at a meeting on 13 June 2023.

### **4. Other Options Considered**

- 4.1 This report aims to reassure Members that suitable arrangements are in place regarding the tennis courts. It is for this reason, the 'do nothing' option was discounted.

### **5. Reasons for the Recommendations**

5.1 To provide Members with an update on the progress made in offering tennis provision in Wyndham Park.

## **6. Background Papers**

6.1 *Grantham Parks – Tennis Courts*, report to Cabinet, published 8 November 2022 and available online at:  
<https://moderngov.southkesteven.gov.uk/documents/s35990/Grantham%20Park%20Tennis%20Courts%20Report%20Cabinet.pdf>

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## Culture and Leisure Overview and Scrutiny Committee

9 January 2024

Report of Councillor Ashley Baxter,  
Deputy Leader of the Council and  
Cabinet Member for Finance and  
Economic Development

## Streets Markets Review update

### Report Author

Nicola McCoy-Brown, Director of Growth & Culture



[nicola.mccoy-brown@southkesteven.gov.uk](mailto:nicola.mccoy-brown@southkesteven.gov.uk)

### Purpose of Report

To provide an update on the responses received from the Town Council's and Grantham Charter Trustees to help inform the next stages regarding the development and future management of Council-operated street markets in Bourne, Grantham and Stamford. The report proposes the creation of a task and finish group to oversee a consultation regarding the future of markets, ahead of the development of a markets strategy.

### Recommendation

**It is recommended the Committee:**

1. **Creates a task and finish group to oversee the development of a Markets Strategy.**

<b>Decision Information</b>	
Does the report contain any exempt or confidential information not for publication?	No
What are the relevant corporate priorities	<ul style="list-style-type: none"> <li>• Growth and our economy</li> <li>• Healthy and strong communities</li> <li>• Clean and sustainable environment</li> <li>• High performing Council</li> </ul>
Which wards are impacted?	All wards (although the Council-operated markets are within specific wards, the scope of the report is districtwide)

## **1. Implications**

Taking into consideration implications relating to finance and procurement, legal and governance, risk and mitigation, health and safety, diversity and inclusion, safeguarding, staffing, community safety, mental health and wellbeing and the impact on the Council's declaration of a climate change emergency, the following implications have been identified:

### ***Finance and Procurement***

- 1.1 As identified in the previous Market report presented to the Committee on 5 September 2023, currently all three markets operate at a deficit although the amount varies amongst each market. The operating model of each market has largely remained unchanged for a significant period of time and it is unlikely that costs can be reduced without changes to the current operating model. It is proposed the market trader charges remain unchanged for 2024/2025 in order to retain and encourage new traders. However, it is recognised that without additional trader numbers or a reduction in the operating costs, the freezing of the charge will increase the deficit further for 2024/2025.

Completed by: Richard Wyles, Deputy Chief Executive and s151 Officer

### ***Legal and Governance***

- 1.2 Overview and Scrutiny Committees can undertake in-depth scrutiny reviews as and when deemed necessary. This can be facilitated through a Task and Finish Group, or by the whole committee depending on the nature of the subject under review. Any membership of a potential Task and Finish Group can be discussed further at the Committee.

Completed by James Welbourn, Democratic Services Manager and Deputy Monitoring Officer

## ***Health and Safety***

1.3 The Council holds both a legal and moral duty to ensure the provision of robust health and safety measures, including training, the maintenance of existing equipment/provision of new equipment and ancillaries, to control any potential risk to staff, traders and the public who use the markets. Failure to manage risk could result in fines and prosecution along with reputational damages.

Completed by: Philip Swinton, Health and Safety Manager

## **2. Background to the Report**

2.1 The Culture and Leisure Overview and Scrutiny Committee received a report on 5 September 2023 (see **Background Papers section**) and considered creating a task and finish group to oversee a consultation regarding the future of markets. Before establishing the task and finish group, it was agreed the Chairman of the Committee would write to the Town Councils and Grantham Charter Trustees because Members felt these bodies were central to any decision regarding the development and future management of street markets within their localities.

2.2 A letter (**Appendix A**) was issued by the Chairman of the Culture and Leisure Overview and Scrutiny Committee, requesting a response on two issues:

- a) Confirm a willingness to partner and engage with South Kesteven District Council in the consultation/development process.
- b) Feedback on how they could see this consultation progressing with any ideas they may have.

2.3 At the time of writing this report, communications have been received from all three bodies as follows:

- The Clerk to Bourne Town Council confirmed they were happy to engage with South Kesteven District Council regarding the consultation, and plan to offer further feedback.
- The Clerk to Stamford Town Council asked their Councillors to respond directly to South Kesteven District Council. One response was received which focussed on the continued operation of the market, rather than on progressing the consultation.
- The Deputy Mayor of Grantham confirmed the Grantham Charter Trustees' plans for: drop-in sessions in the Mayors Parlour; a questionnaire and supporting printed media (flyers, press release and social media posts – **Appendix B**); visits to market to interview stallholders, market users and staff; and intention to hold a market stall.

2.4 As previously reported, the long-term ambition is still to develop a Markets Strategy for markets across the District and provide a template against which to measure

future activity. The development of the strategy should be led by evidence and information. It is therefore recommended a task and finish group should be created to oversee the development of the strategy.

### **3. Key Considerations**

- 3.1 As previously reported, to facilitate the process, it is recommended the task and finish group be formed with appropriate members and officers. The group shall draw on expertise from traders, retailers, residents, customers, key stakeholders, other elected Members and other consultees. See draft proposed terms of reference at **Appendix C**.
- 3.2 It is also proposed the task and finish group considers the appointment of external professionals to lead on the development and production of the South Kesteven markets strategy.

### **4. Other Options Considered**

- 4.1 This Committee requested an update be presented to this meeting. It is for this reason the 'do nothing' option has been discounted.

### **5. Reasons for the Recommendations**

- 5.1 Street markets play a vital role in South Kesteven as places of employment, trade and leisure. They are an essential part of residents' experience of the District. The street markets are facing pressures from technological, social and economic change, the reason for the recommendation is to ensure the Council is supporting the street markets.

### **6. Background Papers**

- 6.1 *South Kesteven District Council Streets Markets Review* – Report to 5 September 2023 Culture and Leisure Overview and Scrutiny Committee, available online at: <https://moderngov.southkesteven.gov.uk/documents/s38883/Report.pdf>
- 6.2 **Appendix A** – Market consultation letter issued to Grantham Charter Trustees, Bourne Town Council and Stamford Town Council
- 6.3 **Appendix B** – Grantham Charter Trustees poster and questionnaire
- 6.4 **Appendix C** – Draft Market Task and Finish Group Terms of Reference



**Our Ref:** OSC/Markets/11/2023  
**Date:** 14<sup>th</sup> November 2023

**Direct Line:** 01476 406430  
**Please ask for:** Samantha Selby

**Email:** [REDACTED]

Emailed to: Grantham Charter Trustees  
Bourne Town Council  
Stamford Town Council

Dear Grantham Charter Trustees and Town Councils,

I write in my capacity as Chairman of the Culture and Leisure Overview and Scrutiny Committee of South Kesteven District Council. During the Committee's last meeting held on 5 September 2023, elected Members considered and commented on an update report relating to the three District Council street markets operating in Bourne, Grantham and Stamford (please see item 17 on the following [link](#)).

Elected Members were eager the Grantham Charter Trustees, alongside the Town Councils of Bourne and Stamford, be tasked with overseeing a consultation regarding the future of markets, with the support of South Kesteven District Council. They felt it important that these bodies were central to any decisions regarding the development and future management of their markets.

To that end, I write to ask for your response on two queries, please:

- a) Confirm a willingness to partner and engage with SKDC in this consultation/development process.
- b) Feedback on how you could see this consultation progressing with any ideas you may have.

The Committee looks forward to your responses with the hope that we will be able to move forwards positively and quickly to ensure our markets continue to develop at the heart of our communities. An acknowledgement with an indication of when you would be able to respond to it, would be helpful.

Please send your responses to Sam Selby (Member Services Officer) by email [samantha.selby@southkesteven.gov.uk](mailto:samantha.selby@southkesteven.gov.uk) by Thursday 30<sup>th</sup> November 2023.

Yours sincerely,



Councillor Paul Fellows  
Chairman of Culture and Leisure Overview & Scrutiny Committee

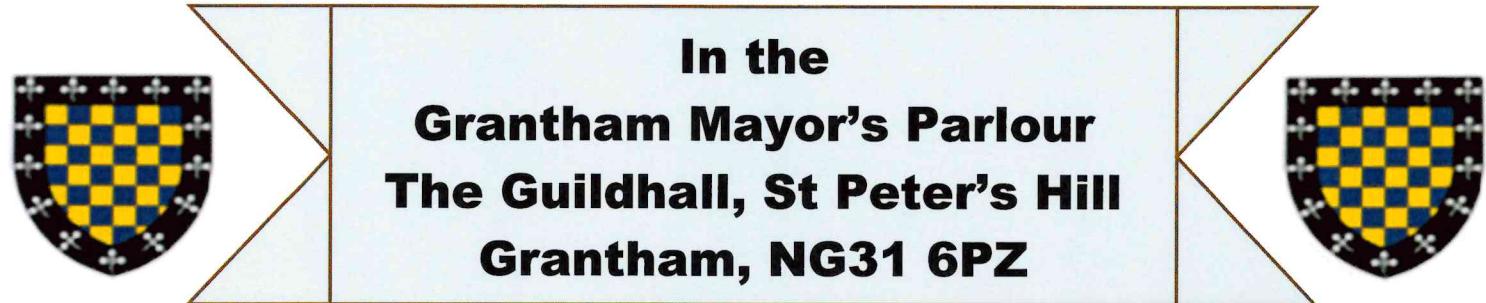
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# Public Consultation on Grantham Market

**Friday, 17 November 2023 between 10:00am and 4:00pm**

and

**Saturday 2 December 2023 between 10:00am and 4:00pm**



**Drop-in Session for Residents of Grantham and the Surrounding Area**

**The Grantham Charter Trustees want to hear your views and ideas on  
Grantham Market such as:**

***All comments will be collated for a wider consultation on the future of  
Markets across the South Kesteven District.***

**If you are unable to come to a Drop-in Session, please share your  
thoughts by emailing the Mayor's Parlour on:**

**[chartertrusteesgrantham@gmail.com](mailto:chartertrusteesgrantham@gmail.com)**

**Or call the Deputy Mayor on 07398 156296 before 2 December 2023**

**Please complete the questionnaire on the reverse of this poster.**

**Thank you**



# Grantham Market Public Consultation - 2023

**Grantham District Councillors through the Charter Trustees are undertaking a consultation to identify how we can ensure the future of our historic market.**

Grantham Market is currently located on Westgate, Grantham. It operates every Saturday between 07:30-14:00. Every second Saturday of the month there is a Farmers Market.

Stalls are booked via South Kesteven District Council. <https://www.southkesteven.gov.uk/arts-leisure-and-culture/markets-and-street-trading/markets>

**Can you help? Please fill in the Questionnaire below by 10 December 2023**

**Please circle the answers that apply**

Did you know that Grantham has a Market and when it is available?	Yes	No
Do you think it is important that Grantham retains a market?	Yes	No

**How frequently do you visit the Market? Please circle which applies.**

Every week	Once a month	Twice a month	Once every 3 months	Once every year	Never
------------	--------------	---------------	---------------------	-----------------	-------

**Do you think Grantham Market**

Is fine as it is	Needs improvement	Should stop operating
------------------	-------------------	-----------------------

**If you think Grantham Market needs improvement, how do you think it could be improved?**

Advertised more widely	Yes	No	Provide more stalls	Yes	No	
Provide a wider range of stalls	Yes	No	Change the layout	Yes	No	
Reduce parking charges	Yes	No	Provide other entertainment Market Day	Yes	No	
Provide a Public Toilet	Yes	No	Change the hours of the Market	Yes	No	
Hold special Markets e.g. Craft Markets, French or German					Yes	No

**Please add further comments/suggestions here:-**

**Which change do you consider the most important?**

**Please ring which applies**

I am a	Stallholder	Customer/Resident	Visitor/tourist	Organisation
--------	-------------	-------------------	-----------------	--------------

**Personal Details will be held for the purpose of the Consultation only:-**

**Name:** \_\_\_\_\_ **Organisation (if applicable):** \_\_\_\_\_

**Address:** \_\_\_\_\_

**Email**

*Data Protection: Personal information will be held confidentially by Charter Trustees & shared with SKDC.*

Please tick if you are happy for your details to be shared publicly [ ]

Please return form to Grantham Market Consultation, Mayor's Parlour, St Peters Hill or  
email replies to:- [chartertrusteesgrantham@gmail.com](mailto:chartertrusteesgrantham@gmail.com) by 10 December 2023

Please call Deputy Mayor 07398 156296 with any queries.

**South Kesteven Street Markets**  
**Task and Finish Group**

**Terms of Reference**

**Purpose and Context**

Street markets are an important feature of the local economy across the district and, indeed, the country.

South Kesteven currently operates street markets in the three towns of Bourne, Grantham and Stamford. A street market in Market Deeping is operated by a third party.

The purpose of the Task and Finish Group is to assist with the development of a Markets Strategy for the District.

The Task and Finish Group will report back to the Culture and Visitor Economy Overview and Scrutiny Committee within 8 months.

**Membership**

- **Chair:**
  - Cllr Ashley Baxter (Cabinet Member for Economic Development)
- **Vice-Chair:**
  - Cllr Tim Harrison (Chair of Governance and Audit Committee)
- Chair of Culture and Visitor Economy OSC
- Vice-Chair of Culture and Visitor Economy OSC
- Cabinet Member for People and Communities
- In addition to the above, 1 nominated member from each political group
- 2 additional members from the SK Coalition Group (i.e. 3 in total)
- Eight officers (*selected senior and other relevant officers/experts*)

**Terms of Reference**

The Task and Finish Group will undertake the following:

1. Review the current market arrangements (including financial costs)
2. Consult relevant stakeholders
3. Consider best practice from other UK street markets
4. Make recommendations on whether to engage third party experts
5. Make recommendations for improvements to the Council's street markets.

**Format**

Meetings will be principally held in person, with zoom attendance at the discretion of the Chair. The group will not be issued printed agenda papers as standard, but will be available upon request.

The group will need to make at least two site visits to street markets. For this reason it is possible that the venue of some of the meetings will be in Bourne and/or Stamford.

**Key Stakeholders**

The group will need to consult with interested parties including (but not limited to):

- Stallholders
- Customers
- Market operatives
- Holders of Market Charters
- Town councillors
- District councillors

It is not anticipated that the group will have a public profile or be the conduit for wider community engagement.

**Timescales**

It is expected that the group about every six weeks between February and July 2024.



SOUTH  
KESTEVEN  
DISTRICT  
COUNCIL



## Culture and Leisure Overview and Scrutiny Committee

9 January 2024

Report of Nicola McCoy-Brown,  
Chairman of LeisureSK Limited

# LeisureSK Limited Management Fee and Business Plan 2024/2025

### Report Author

Nicola McCoy-Brown, Chairman of LeisureSK Limited

 [nicola.mccoy-brown@southkesteven.gov.uk](mailto:nicola.mccoy-brown@southkesteven.gov.uk)

### Purpose of Report

For the Culture and Leisure Overview and Scrutiny Committee to reconsider the level of management fee required to support LeisureSK Limited and to receive the Business Plan for financial year 2024/2025.

### Recommendations

**The Culture and Leisure Overview and Scrutiny Committee is requested to:**

1. Recommend a budget allocation of £446,672 is included in the Budget proposals for the financial year 2024/2025 to support the trading operation of LeisureSK Limited.
2. Endorse the Business Plan for LeisureSK Limited for the financial year 2024/2025.

<b>Decision Information</b>	
Does the report contain any exempt or confidential information not for publication?	Appendices one, two, three and four to this report are not for publication by virtue of paragraph 3 of Part 1 of Schedule 12A of the Local Government Act 1972 – financial information.
What are the relevant corporate priorities?	<ul style="list-style-type: none"> <li>• Growth and our economy</li> <li>• Healthy and strong communities</li> </ul>
Which wards are impacted?	Two or more wards

## 1. Background to the Report

- 1.1 The Council's Corporate Plan (2020 – 2023) sees the sustainability of public sport and leisure facilities as key to supporting the health of the district, tackling health inequalities and driving both local economic and social value to communities.
- 1.2 The Council has been providing financial support for LeisureSK Limited in the form of a management fee since it began operating the Council's leisure facilities in January 2021. The management fee payment equates to the actual net deficit incurred in the operation of the service after taking into account the income generated and expenditure incurred.
- 1.3 For the current financial year a management fee of £500,000 was provided to LeisureSK Limited to support the company with the increased costs in relation to staffing and utilities, the two largest areas of expenditure.
- 1.4 As part of the Council's annual budget setting process, and in consideration of the ongoing financial challenges being experienced by LeisureSK Limited, it has been considered prudent at an early stage to undertake an assessment of the level of support which is likely to be required by the company for financial year 2024/2025.
- 1.5 To support this and as reported to 30 November 2023 Culture and Leisure Overview and Scrutiny Committee, the Board of Directors considered a draft budget for LeisureSK Limited and have agreed this is an accurate reflection of how the business is expected to perform in 2024/2025. However, Members in attendance during the November Committee, felt unable to recommend a budget allocation relating to the management fee due to the lack of information provided and agreed to postpone and defer the management fee request to their 9 January 2024 meeting.
- 1.6 It is prudent to note, as part of a historical lease arrangement, South Kesteven District Council has been providing a subsidy and priority use to Grantham Town Football Club (GTFC), the Grantham Sports Academy Ltd and GTFC Catering Ltd in relation to their operations at the Stadium in Grantham. This has given users access to facilities which can be used all year round, providing the private limited

company and its subsidiaries with vital amenities needed to promote a stronger sense of community and a more active lifestyle.

- 1.7 The lease expired on 31 December 2021, as part of lease negotiations, a formal valuation concluded a commercial rent should be charged to the football club. However, GTFC have made representations, the unsubsidised sum is unaffordable. Negotiations are currently ongoing to agree Heads of Terms to form the basis of a new 30-year lease. However, despite continued efforts and the offer of significant discounts, GTFC are currently accruing a significant amount of debt in relation to the hire of facilities at Grantham Meres Leisure Centre.
- 1.8 This situation with GTFC is continuing to have an impact on the performance of LeisureSK Limited and is out of the company's control. In future, the LeisureSK Limited Board will receive budget forecast statements with GTFC being shown separately.
- 1.9 The draft budget can be found at **Exempt Appendix One**, along with a budget forecast report to October 2023 (which is the same information shared with the LeisureSK Limited Board) which can be found at **Exempt Appendix Two**, along with the accompanying budget forecast statements to 31 October 2023 at **Exempt Appendix Three**. The inclusion of this information directly relates to the request made by elected Members for more information after 30 November 2023 Culture and Leisure Overview and Scrutiny Committee meeting.
- 1.10 The budgeted bottom line for LeisureSK Limited for 2024/2025 is a deficit of £446,672. Whilst it is disappointing to be budgeting for a deficit, this represents a significant improvement on the company's performance in the current financial year, where, as detailed in the report presented to this Committee on 30 November 2024, LeisureSK Limited are forecast to require a management fee payment in the sum of £772,949 (as forecast at 31 October 2023 – **Appendix Two**) which is primarily due to the impact of utility costs, the amount of irrecoverable VAT, software and professional fees and minimum wage increases. The forecast outturn for the current financial year will result in an additional management fee request, details of which will be presented to a meeting of Cabinet on 18 January 2024.
- 1.11 The budget for LeisureSK Limited for 2024/2025 demonstrates a total increase in projected income (Total Sales) of 12.3%, when compared to the budget for the current financial year. Paragraphs 1.12 to 1.16 demonstrate the significant changes in key income lines, together with some of the increased costs the company is facing against the budgeted position for 2023/2024.

#### Fitness

- 1.12 Total fitness income is projected to grow by 21.4% as a result of an annual price increase being applied from January 2024 of £3 per month and predicted growth in membership numbers.

## Swimming

1.13 Total swimming income is projected to grow by 13.5% when compared to the current financial year. Included within the income projections is a 10% price increase on casual swimming and pool hire fees which were agreed by the Board of Directors to offset the increased costs of running swimming pools. It is currently proposed an annual price increase will be applied to the Swim School fees from September 2024. Agreement on this will be finalised with the Board of Directors for LeisureSK Limited following a review of the first quarter of financial year 2024/2025, and consideration of a competitor analysis of alternative Swim School programmes in the local area.

## Staff Costs

1.14 Total staff costs are budgeted to increase by 14.8% when compared to the current financial year. This is because of the Government's announcement to increase National Minimum Wage in April 2024 which will impact the majority of employees.

1.15 The LeisureSK Limited Board of Directors remain committed to mitigating the increased costs of operating the three leisure centres without impacting upon the levels of service delivery and customer experience. In the current year, this has included a management restructure which has directed resources to where they are needed operationally, rather than supporting a top-heavy management structure.

## Utilities

1.16 Total utilities have been budgeted to reduce by 7.6% when compared to the current financial year. This has been calculated in line with the expectation that gas prices are likely to reduce in April 2024. However, the cost of utilities is still considerably higher than they were two years ago.

## Funding Opportunities

1.17 Following the successful receipt of £344,659 from the Swimming Pool Support Fund, a further application to Phase 2 of the funding has been submitted in the sum of £647,957. If successful, this will provide a range of energy conservation improvements at all three leisure centres (i.e. Bourne, Grantham and Stamford).

1.18 In addition to this, Council Officers, working in partnership with LeisureSK Limited, have applied to the Public Sector Decarbonisation Scheme (Phase 3c). If successful, the resulting £4.08 million project will see the installation of an air source heat pump at Grantham Meres Leisure Centre, which will reduce carbon emissions.

### Condition Survey Works

- 1.19 South Kesteven District Council are continuing to undertake the necessary repairs and maintenance as identified in the condition surveys which were undertaken in 2022. Planned remedial works include repairs to the roof at Bourne Leisure Centre which suffers from periodic rainwater leaks.
- 1.20 It is anticipated these works will take place in Spring 2024. However, until these works are procured, it is unclear whether a full or partial closure of Bourne Leisure Centre will be required. Should a closure be required, this would have a significant impact on the company's financial performance, and therefore it may be necessary to reprofile the budget and request additional financial support.

### **Business Plan**

- 1.21 The latest Business Plan for LeisureSK Limited covering the period April 2023 to March 2024 was approved by South Kesteven District Council's (then) Companies Committee on 24 January 2023 (see **Background Papers**).
- 1.22 The Business Plan for LeisureSK Limited to cover the financial year 2024/2025, is attached at **Exempt Appendix Four** to this report. The Business Plan has been developed by the Contract Manager for LeisureSK Limited, in collaboration with the Board of Directors.

## **2. Key Considerations**

- 2.1 The receipt of funding from Phase One of the Swimming Pool Support Fund will be utilised to offset the increased level of management fee it has been necessary for the Council to provide in financial year 2023/2024.
- 2.2 It is currently unknown whether further funding streams will be available to support the operation of leisure centres in 2024/2025.
- 2.3 The Outturn position for LeisureSK Limited for financial year 2022/2023 was presented to the Culture and Leisure Overview and Scrutiny Committee on 5 September 2023 and included the draft accounts for this period. The level of information provided was consistent with the budgeting information shared through the Council's monitoring process (see **Background Papers**).
- 2.4 Since then, Duncan & Toplis, an independent accounting and business advisory firm, have provided their unqualified opinion, with no changes being made to the final audited accounts. The LeisureSK Limited financial statements for the year ended 31 March 2023 were published on the Companies House website on 22 December 2023 (see **Background Papers**).
- 2.5 The contract between the Council and Leisure SK Limited was set up in such a way, the Council fund the deficit via management fee payments. Should the company

move to a surplus position, monies will be returned to the Council, in line with these contractual arrangements.

### **3. Other Options Considered**

3.1 The main driver for the establishment of LeisureSK Limited was to secure the ongoing provision of leisure across the District. Without the requested management fee of £446,672 for financial year 2024/2025, LeisureSK Limited will suffer cashflow problems and may need to cease trading, resulting in the loss of leisure provision across South Kesteven. This may also have implications on funding awarded by the Swimming Pool Support Fund, with the risk of the Council having to repay funding awarded. Therefore, the 'do nothing' option has been discounted.

### **4. Reasons for the Recommendations**

4.1 The recommendations within this report provide a budget framework to support LeisureSK Limited. The management fee would be limited to the operational deficit of the company.

### **5. Background Papers**

5.1 *LeisureSK Ltd Draft Accounts for 2021/2022 and consideration of a Management Fee for 2023/2024* – Report to Companies Committee, published 1 December 2022, available online at:  
<https://moderngov.southkesteven.gov.uk/documents/s36255/LeisureSK%20Ltd%20-%20Accounts.pdf>

5.2 *LeisureSK Ltd Business Plan, Accounts and Appointment of Directors* – Report to Companies Committee, published 24 January 2023, available online at:  
<https://moderngov.southkesteven.gov.uk/documents/s36648/LeisureSK%20Ltd%20Report.pdf>

5.3 LeisureSK Limited Business Plan 2023/24, published 24 January 2023, available online at:  
<https://moderngov.southkesteven.gov.uk/documents/s36650/LeisureSK%20Ltd%20Business%20Plan%202324.pdf>

5.4 *Outturn 2022/23 position for LeisureSK Ltd* – Report to Culture and Leisure Overview and Scrutiny Committee, published 25 August 2023, available online at:  
<https://moderngov.southkesteven.gov.uk/documents/s38851/Outturn%20202223%20position%20for%20LeisureSK%20Ltd.pdf>

5.5 *LeisureSK Ltd Management Fee 2024/2025* – Report to Culture and Leisure Overview and Scrutiny Committee, published 30 November 2023, available online at:

<https://moderngov.southkesteven.gov.uk/documents/s39725/LeisureSK%20Ltd%20Management%20Fee%20Request%202024%202025%20Report.pdf>

5.6 *LeisureSK Limited Accounts for a small company made up to 31 March 2023*, published on 22 December 2023, available online under the 'filing history' tab at: <https://find-and-update.company-information.service.gov.uk/company/12888724/filing-history>

## 6. Appendices

6.1 **Exempt Appendix One** - 2024/2025 Consolidated Budget Summary detailing the identified level of management fee which will be required.

6.2 **Exempt Appendix Two** – Budget Forecast Report – October 2023

6.3 **Exempt Appendix Three** – LeisureSK Limited Budget Forecast Statements to 31 October 2023

6.4 **Exempt Appendix Four** – Business Plan for LeisureSK Ltd for financial year 2024/2025.

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# Culture and Leisure Overview and Scrutiny Committee 2023/24

## WORK PROGRAMME

REPORT TITLE	ISSUE	PURPOSE	ORIGINATED/COMMITTEE HISTORY DATE(S)	CORPORATE/PRIORITY
<b>9 January 2024, 10:00am</b>				
<b>Wyndham Park Tennis Courts</b>	To ensure tennis court provision is available at Wyndham Park  <b>Lead Officer: Michael Chester (Team Leader – Leisure, Parks and Open Spaces)</b>	To receive an update in relation to the refurbishment and use of the tennis courts in Wyndham Park	Agenda item requested by the Committee Chairman during 13 June 2023 meeting.	Healthy and Strong Communities
<b>Strategic approach to Markets Update</b>	A report to detail the outcome of the letter issued by the Chairman of the Culture and Leisure OSC to the Grantham Charter Trustees, alongside the Town Councils of Bourne and Stamford regarding partnering and engaging with the Council in a consultation and development process and ideas aimed at addressing the challenges the Council-run markets face.  <b>Lead Officer: Nicola McCoy-Brown (Director of Growth and Culture)</b>	To identify a practical and strategic way forward to achieve the full value of council-operated markets and ensure they thrive	Agenda item linked to the discussion held during 5 September 2023 Culture and Leisure Overview and Scrutiny Committee	Growth and our economy  Healthy and strong communities  Clean and sustainable environment  High performing Council
<b>Leisure SK Ltd – Annual Business Plan</b>	To understand the operational and financial challenges for the year ahead and acknowledge the wider benefits of the provision of leisure across South Kesteven  <b>Nicola McCoy-Brown (Chairman of LeisureSK Limited)</b>	To present the company Business Plan for financial year 2024/2025	Since the cessation of the companies committee, the Culture and Leisure OSC is the best placed to consider the business plan	Healthy and Strong Communities

REPORT TITLE	ISSUE	PURPOSE	ORIGINATED/COMMITTEE HISTORY DATE(S)	CORPORATE/PRIORITY
<b>LeisureSK Limited Management Fee request for 2024/2025</b>	To consider the level of management fee required by LeisureSK Ltd for the next financial year  <b>Nicola McCoy-Brown (Chairman of LeisureSK Limited)</b>	To make a recommendation that an appropriate allocation is made in the Council's budget framework as part of Budget setting for financial year 2024/2025	Agenda item requested by the Chairman of LeisureSK Ltd and agreed by the Committee Chairman by email on 13 November 2023	Healthy and Strong Communities

**26 March 2024, 2:00pm**

<b>Cultural Strategy</b>	Six monthly update on the refreshed Cultural Strategy for the District and accompanying Action Plan  <b>Lead Officer: Karen Whitfield (Assistant Director for Culture and Leisure)</b>	To consider performance against the action plan, evaluate effectiveness against agreed targets and performance indicators and decide what further action or data gathering, if any, is needed	Agenda item requested by the Committee Chairman during 13 June 2023 meeting	Healthy and Strong Communities  High Performing Council
<b>Draft KPIs</b>	<b>Lead Officer: Debbie Roberts (Head of Corporate Projects, Policy and Performance)</b>			
<b>Performance of LeisureSK Ltd</b>	Six monthly update on the performance of LeisureSK Ltd  <b>Lead Officer: Michael Chester (Team Leader – Leisure, Parks and Open Spaces)</b>	To consider the performance of LeisureSK Ltd	LeisureSK Ltd Performance Report last reviewed by the Culture and Visitor Economy Overview and Scrutiny Committee on 5 September 2023	Healthy and Strong Communities
<b>Sport and Physical Activity Strategy Action Plan six-monthly update</b>	To review and scrutinise progress on the Sports and Physical Activity Strategy Action Plan.	To assess performance on how the Council, together with partners, is delivering improvements in the provision and participation	Sport and Physical Activity Strategy Action Plan six-monthly update last reviewed by Culture and Visitor Economy	Healthy and Strong Communities

REPORT TITLE	ISSUE	PURPOSE	ORIGINATED/COMMITTEE HISTORY DATE(S)	CORPORATE/PRIORITY
	Lead Officer: Karen Whitfield (Assistant Director for Culture and Leisure)	levels of sport and physical activity across the District	Overview and Scrutiny Committee on 2	
<b>FUTURE ITEMS</b>				
Review of Discover SK / Hello SK				

#### REMIT

The remit of the Culture and Leisure Overview and Scrutiny Committee will be to work alongside Cabinet Members to assist with the development of policy and to scrutinise decisions in respect of, yet not limited to:

- Arts and Culture
- Heritage
- Markets and fairs
- Sport and physical activity
- Leisure SK Ltd
- Visitor Economy

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