



**REPORTS FOR DECISION BY THE
CABINET MEMBER FOR COMMUNITY AND LEISURE SERVICES**

Date Issued: 02 June 2011

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A Record of Decision will be issued following the conclusion of 5 clear working days from the date of issue of the Report

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Agenda Item 1

MAIDSTONE BOROUGH COUNCIL

CABINET MEMBER FOR COMMUNITY & LEISURE SERVICES

REPORT OF ASSISTANT DIRECTOR FOR ENVIRONMENT AND REGULATORY SERVICES

Report prepared by Jason Taylor

Date Issued: 02 June 2011

1. MAIDSTONE LEISURE CENTRE – MOTE HALL FREE LETS

1.1 Issue for Decision

1.1.1 To award the five free lets of Mote Hall at Maidstone Leisure Centre in the year April 2011 to April 2012.

1.2 Recommendation of the Assistant Director for Regulatory & Environmental Services

1.2.1 It is recommended that the Cabinet Member for Community Services considers awarding a free let of Mote Hall in the year April 2011 to April 2012, to the following applicants:

(a) Kent Association for the Blind/Jupiter Workshops Concert – 12th Jun 2011

(b) National Open Roller Skating Competition, Maidstone Roller Skating Club – 10th September 2011

(c) Snap Disco – 23rd September 2011

(d) Voices for Hospices, Heart of Kent Hospice Concert – 8th Oct 2011

(e) Youth Sport Achievement Awards – 27th Jan 2012

1.3 Reasons for Recommendation

1.3.1 The contract with Maidstone Leisure Trust allows the Council to award up to 5 free lets in each contract year; these entitle applicants free hire of Mote Hall to hold an agreed event. However, the successful applicant is required to meet any incidental expenses incurred by the Leisure Centre contractor in setting up or clearing away the event.

1.3.2 The following criteria has been used when considering applications: The event should be:

- (a) Sporting or cultural in nature
- (b) Unlikely to proceed without the benefit of a free let; and,
- (c) Essentially non-fundraising

1.3.3 Applicants for a free let are requested to submit, where appropriate, a copy of their latest audited accounts and an analysis of the anticipated income and expenditure for the proposed event.

1.3.4 Further considerations taken into account are to support activities for young people, and to encourage new events.

1.3.5 This year four of the applications were in joint 4th place with the same overall score against the criteria. In an attempt to offer a range of activities, and as two lets had already been awarded to concerts it is recommended to award the last two free lets to the Youth Achievement Awards and the Snap Disco.

1.3.6 The scoring and recommendations for free lets in the contract year April 2011 to April 2012 are listed as **Appendix A**.

1.3.7 For illustrative purposes the schedule of recently awarded free lets is attached at **Appendix B**.

1.4 Alternative Actions and why not recommended

1.4.1 Possible alternative actions are:

Refuse the recommended awarding of free lets; or

Adjust who the free lets are awarded to

These alternative actions are not recommended as the free let applications have been scored against the agreed criteria.

1.5 Impact on Corporate Objectives

1.5.1 The following Corporate Priorities and Outcomes, as detailed in the Strategic Plan 2011-15, that this decision impacts on are:

1.5.2 Corporate and Customer Excellence: with residents not being disadvantaged because of where they live or who they are... Part of the scoring criteria is whether the event is likely to take place if a free let is not issued. The free lets enable organisations to benefit whoever they are.

1.5.3 For Maidstone to be a decent place to live: continues to be a clean and attractive environment for people who live in and visit the Borough.

The events which take place as a result of the free lets will bring new people to not only the Leisure Centre but also to the borough.

1.6 Risk Management

1.6.1 There are no identified Risk Management issues relating to this matter.

1.7 Other Implications

1.7.1

1. Financial	X
2. Staffing	
3. Legal	
4. Social Inclusion	
5. Environmental/Sustainable Development	
6. Community Safety	
7. Human Rights Act	
8. Procurement	
9. Asset Management	

1.7.2 Financial Implications

There is no financial cost to the Council as all Free Lets form part of the management contract for Maidstone Leisure Trust and the applicant is required to meet any additional expenses incurred by the contractor.

Background

Submission for Free Lets – held at Maidstone House

Free Lets File – held at Maidstone House

NO REPORT WILL BE ACCEPTED WITHOUT THIS BOX BEING COMPLETED

Is this a Key Decision? Yes No

If yes, when did it appear in the Forward Plan?

Is this an Urgent Key Decision? Yes No

Reason for Urgency

n/a

How to Comment

Should you have any comments on the issue that is being considered please contact either the relevant Officer or the Member of the Executive who will be taking the decision.

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Appendix A. Free Lets Scoring 2011-12

Organisation	Event	Date	Organisation has not received a free let recently	Criteria				Score	Recommend a free let
				Sporting or Cultural Event	Is the event unlikely to proceed without a free let	Essentially non-fundraising	Event will primarily feature young people		
Kent Association for the Blind/Jupiter Workshops	Concert	12/06/2011	1	1	1	1	1	5	Yes
Voices for Hospices - Heart of Kent Hospice	Fundraising Concert	08/10/2011	1	1	1	0	1	4	Yes
Maidstone Roller Skating Club	National Open Roller Skating Competition	10/09/2011	0	1	1	1	1	4	Yes
Maidstone Police	Snap Disco	23/09/2011	0	1	0	1	1	3	Yes
Community Development - Maidstone Borough Council	Youth Sport Achievement Awards	27/01/2012	0	1	0	1	1	3	Yes
Maidstone Choral Union	Concert	02/04/2011	0	1	0	1	1	3	No
Maidstone Orchestral Society	Concert	14/05/2011	0	1	0	1	1	3	No

Scoring

1 = compliance with criteria, 0 = non compliance with criteria. Preference will be given to organisations that have not received a free let before, thus 1 point awarded for no previous free let.

5 Free Lets were available in this contract year

Appendix B

Previous Free Lets Schedule

Contract Year April 2010 to March 2011

- | | |
|--|--------------|
| 1. Multiple Sclerosis Society Workshop | 15 May 2010 |
| 2. Jupiter Workshops | 18 June 2010 |
| 3. Kent School Games | 23 June 2010 |
| 4. Try Angle Awards | 2 July 2010 |
| 5. British Powerlifting Championships | Sept 2010 |

Contract Year April 2009 to March 2010

- | | |
|---------------------------------------|--------------|
| 1. Rotary Clubs | 13 June 2009 |
| 2. Maidstone Roller Skating Club | 12 Sept 2009 |
| 3. Maidstone Nepalese Community Group | 27 Sept 2009 |
| 4. Kent's got Talent | 17 Oct 2009 |
| 5. Maidstone Cultural Society | Nov 2009 |

Contract Year June 2008 to March 2009

- | | |
|--|---------------|
| 1. Maidstone United FC – Youth Development | 21 June 2008 |
| 2. Kent Youth Service | 4 July 2008 |
| 3. Maidstone Choral Union | 5 July 2008 |
| 4. Headcorn Sequence Dance Club | 23 Nov 2008 |
| 5. Pegasus Gymnastics Club | 29 March 2009 |

Contract Year June 2007 to May 2008

- | | |
|-----------------------------------|-------------|
| 1. Maidstone Orchestral Society | Oct 2007 |
| 2. Maidstone Hospital Debate, MBC | Nov 2007 |
| 3. Mandy Ellen School of Dance | April 2008 |
| 4. MYF – Valentines Ball | Feb 2008 |
| 5. Maidstone Symphony Orchestra | 17 May 2008 |