

DRAFT

Scrutiny Board (Culture and Leisure)

Inquiry into the Governance Arrangements of Middleton Park Equestrian Centre: Terms of Reference

1.0 Introduction

- 1.1 At its June meeting Scrutiny Board (Culture and Leisure) agreed to undertake an inquiry into the Middleton Park Equestrian Centre.
- 1.2 The aim of the inquiry will be to examine the past and current position of the Middleton Park Equestrian Centre, its governance arrangements and its financial standing. The inquiry will also examine the relationship between the Equestrian Centre and the Council and assess any lessons to be learnt for the Council in dealing with external organisations.

2.0 Scope of the Inquiry

- 2.1 The purpose of the Inquiry is to make an assessment of and, where appropriate, make recommendations on the following areas:
 - The history of the Middleton Park Equestrian Centre and its current role
 - Details of the lease agreement between the Council and the Middleton Park Equestrian Centre Trust
 - Background to the Management Agreement with the Riding for the Disabled Association
 - The management arrangements between the Council, Trustees and staff at the Centre and future proposals
 - The accounting arrangements for the Trust
 - The financial position of the Trust and the level of support given by the Council
 - The actions being taken to resolve any identified issues and lessons to be learnt for future engagement with external organisations

2.2 Members of the Board will also undertake a visit to the centre as part of the inquiry.

3.0 COMMENTS OF THE RELEVANT DIRECTOR AND EXECUTIVE MEMBER

- 3.1 In line with Scrutiny Board Procedure Rule 12.4 the views of the relevant Director and Executive Member have been sought and have been incorporated where appropriate into these Terms of Reference.

4.0 TIMETABLE FOR THE INQUIRY

4.1 The inquiry will take place over two sessions with a view to issuing a final report in September 2007.

4.2 The length of the inquiry is subject to change

5.0 SUBMISSION OF EVIDENCE

5.1 September

- Details of the lease agreement between the Council and the Middleton Park Equestrian Centre Trust
- Background to the Management Agreement with the Regional Development Agency.
- The management arrangements between the Council, Trustees and staff at the Centre
- The accounting arrangements for the Trust
- The financial position of the Trust and the level of support given by the Council
- The actions being taken to resolve any identified issues
- A visit to the Equestrian Centre

5.2 October

- Discuss and agree the Board's recommendations

6.0 Witnesses

6.1 The suggested witnesses will be:

- Representatives of the Trustees of the Middleton Park Equestrian Centre
- Chief Officer Financial Management
- Chief Recreation Officer
- Legal representative
- Executive Board Member - Leisure