

**REPORT TO:** Cabinet

**MEETING DATE:** 12 March 2013

**BY:** Executive Director (Support Services)

**SUBJECT:** Review of Leisure Pass Plus Scheme

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## **1 PURPOSE**

- 1.1 To report on the Leisure Pass Plus review and approve a new Access to Leisure Scheme to replace the current Leisure Pass Plus Scheme.

## **2 RECOMMENDATIONS**

- 2.1 To approve a new Access to Leisure Scheme (attached as Appendix 2) to replace the current Leisure Pass Plus Scheme (attached as Appendix 1).

## **3 BACKGROUND**

- 3.1 The Leisure Pass Plus Scheme offers residents of East Lothian who qualify through eligibility criteria to benefit from discounted rates to access Sport and Leisure provision within the County (see Appendix 1).
- 3.2 In May 2002 a report by the then Director of Education & Community Services received Council approval to introduce a charge of 50 pence per activity at East Lothian Sports Centres for Leisure Pass Plus holders.
- 3.3 Over the past 10 years there has been no change to the scheme and it was felt that a review was required. Officers from across a range of Council services were part of the review group which also included the Council's partner's enjoyleisure who administer the scheme and facilitate by far the largest uptake of usage within the Sport Centres across the County.
- 3.4 The review group had a timetable of meetings scheduled throughout September and October 2012. The group reviewed the current categories and eligibility of the scheme. Considered new and additional categories. Reviewed current data of use and category of user and

benchmarked the East Lothian scheme with other similar schemes operating elsewhere across Scotland within Local Authorities and Leisure Trusts (see Appendix 3). This process at all times was, however, influenced by prioritising what was right in an East Lothian context.

- 3.5 From the data presented to the review group there has been a steady increase over recent years of Leisure Pass Plus card holders. October 2009 – September 2010 the total was 2508 users. From October 2010 – September 2011 the total was 2848 users and from October 2011 – September 2012 the total users were 3106. The East Lothian Leisure Pass Plus Scheme through the benchmarking exercise has evidenced that it is the most generous scheme in comparison with neighbouring and wider Local Authorities and Trusts across Scotland operating similar schemes. The “Off Peak” and “Peak ” times of use is not apparent in most other schemes but is a popular element of the East Lothian Scheme evidenced by the data captured. The review group felt the “Off Peak” element should be retained in the East Lothian Scheme.
- 3.6 The categories / eligibility of the scheme are mostly still fit for purpose with some adjustments advised linked to ensuring in receipt of appropriate benefits wording and adjusting certain timelines of renewal where appropriate. It is advised other Council Service areas will operate their own concessionary arrangements linked to the need of delivering specific programmes.
- 3.7 Increase in Charges – The review group felt / advise that Off Peak usage should be increased from a 50 pence charge to a new £1 charge for all coached and non-coached activity. These charges are proposed and influenced by the benchmarking data captured. They also take cognisance of the increase in benefits from 2002 – 2012, the increase in general public charges from 2002 – 2012, with no increase levied on the LPP Scheme during this ten year period. The current “Peak” time access of LPP holders should remain the same with concessionary reduced rates applied at these times. With the introduction of smartcards it is proposed that a £1 charge would be levied for receiving the card and for any lost/replacement card required. The proposed charges increase during the “Off Peak” period would, however, still remain the most generous scheme in comparison with neighbouring and wider Local Authorities and Trusts across Scotland operating similar schemes.
- 3.8 It is proposed that any future charges increases for the scheme if appropriate would fall in line with benefit increases and this would be advised by colleagues in benefits annually and considered. For clarity any annual increase in charges would take effect from 1 October 2013 of that year. Any changes required as a result of the Welfare Reform Act [2012] and debate on Universal Benefits taking place would be advised accordingly by colleagues in benefits at the appropriate time.
- 3.9 Additional categories are proposed to be included in the scheme which target individuals that have been approved and signed by appropriate professional colleagues linked to targeted Health Improvement

projects/programmes. This would be seed development to support health behavioural change and for a 6-month period. Thereafter if individuals are not in receipt of benefit and wanted to continue then they would move to appropriate public charges. Looked after children and their kinship carers are also proposed to be an additional category, supporting the Council's corporate parenting role. This category would also be signed off by the appropriate professional colleague linked to looked after children in care.

- 3.10 The review group felt/ advise it was appropriate to rename / rebrand the LPP Scheme from Leisure Pass Plus to a new " Access to Leisure" Scheme. The group felt that the new scheme could/should be promoted through information that is sent to households via benefits, council tax, living newsletter.

#### **4 POLICY IMPLICATIONS**

- 4.1 This report supports the Council's commitment to equalities and promoting Community Wellbeing. It contributes to promoting Healthy Communities and supporting disadvantaged individuals and families. It is consistent with the Council's priority of promoting healthy living and improving social care.

#### **5 EQUALITIES IMPACT ASSESSMENT**

- 5.1 An equalities impact assessment has been carried out in conjunction with this report and lodged with the Council's Equalities Officer.

#### **6 RESOURCE IMPLICATIONS**

- 6.1 Financial – Any financial implications will be dealt with as part of the enjoy contract payment.
- 6.2 Personnel - None
- 6.3 Other - None

#### **7 BACKGROUND PAPERS**

- 7.1 None

<b>AUTHOR'S NAME</b>	Eamon John
<b>DESIGNATION</b>	Manager Healthy Living
<b>CONTACT INFO</b>	ejohn@eastlothian.gov.uk
<b>DATE</b>	15 December 2012

Appendix 1

# LEISURE PASS PLUS

EAST LOTHIAN RESIDENT?  
KEEN ON KEEP FIT?  
EAGER TO EXERCISE?  
THRILLED BY THE  
THEATRE?

**You are?**

Then this is for you,  
offering you discounted rates  
at most of East Lothian  
Council's leisure facilities.



**East Lothian**  
Council

Swimming, badminton, aerobics and squash are just a few of the activities you can enjoy all year round and in the summer there is also putting, bowling, tennis and a host of other seasonal activities.

## What benefits do I get from the card?

The LEISURE PASS PLUS card allows use of the Council's leisure facilities, Monday to Friday between 9.00am and 4.50pm (latest booking 4.30pm) for 50p per session, with reduced rates operating at all other times.

**NB.** When more than one person is engaging in the same activity, eg. badminton/squash/tennis, a minimum of 50% of the attendees must have a Leisure Pass Plus card in order to receive the discount.

## Who is eligible for a card?

The following cards are valid for 3 months from date of issue.

**UNEMPLOYED AND AGED 16-17:** Should produce a statement from their Career office (*Box Code U*)  
**UNEMPLOYED AND AGED 18 OR OVER:** Should produce an Income Support or Job Seeker's Allowance letter dated within the last 3 months. (*Box Code U*)

The following cards are valid for 1 year from date of issue.

**ADULTS OR CHILDREN WITH A DISABILITY:** Should produce their Disability Award letter. (*Box Code D*)

**ADULTS DIAGNOSED AS LONG TERM SICK:** Should produce their Employment and Support Allowance letter. (*Box Code L*)

**WAR WIDOWS/WIDOWERS:** Should produce their War Pension letter. (*Box Code W*)

**SINGLE PARENTS:** Should produce their Council Tax and Child Benefit letters. (*Box Code P*)

**SENIOR CITIZENS:** Should produce their Pension Credit Award letter. (*Box Code A*)

**FAMILY/WORKING TAX CREDIT:** Should produce all pages of award letter. Total household income must be less than £15,860. (*Box Code F*)

**CARERS:** Should produce Carer's Allowance letter. (*Box Code H*)

**CHILDREN:** Must be dependant on one of the above categories and aged 5-16 (up to 18 if still at school). (*Box Code C*)

**STUDENTS:** Should produce a Matric card showing full time at College or University with home address in East Lothian. *This card will be valid until 30th September each year.* (*Box Code S*)

**RENEWALS:** Should be accompanied with up-to-date evidence.

## How do I apply?

Simply fill in the attached form and return it to any Enjoy Leisure Sports Centre, East Lothian Council Community Centre or local Area Office with a passport **sized** photograph and the appropriate evidence.

Your card will be issued to the centre and then you will be able to start enjoying a wide range of activities.

For discounts at Brunton Theatre, please contact the Theatre direct on 0131 653 5247.

If you are not eligible for a Leisure Pass Plus card, you may wish to purchase a Leisure Pass card. Please see leaflet for details.

East Lothian Council reserves the right to amend this scheme at any time.

## Application Form

*Please complete this form in block capitals*

Surname.....Title.....

First Names.....

Address.....

Postcode..... Date of Birth.....

Tel. Number.....

E-mail address.....

Signature, or that of parent if applicant is under 16

Previous Card Number.....

I would like to apply for the following LEISURE PASS PLUS Card (please tick applicable category as shown opposite)

U  D  L  W  H   
S  P  A  F  C

*Please attaché a passport sized photograph and take, with evidence of qualification, to your nearest issuing centre*

### FOR OFFICE USE ONLY

Evidence provided..... Checked by.....

Return to .....

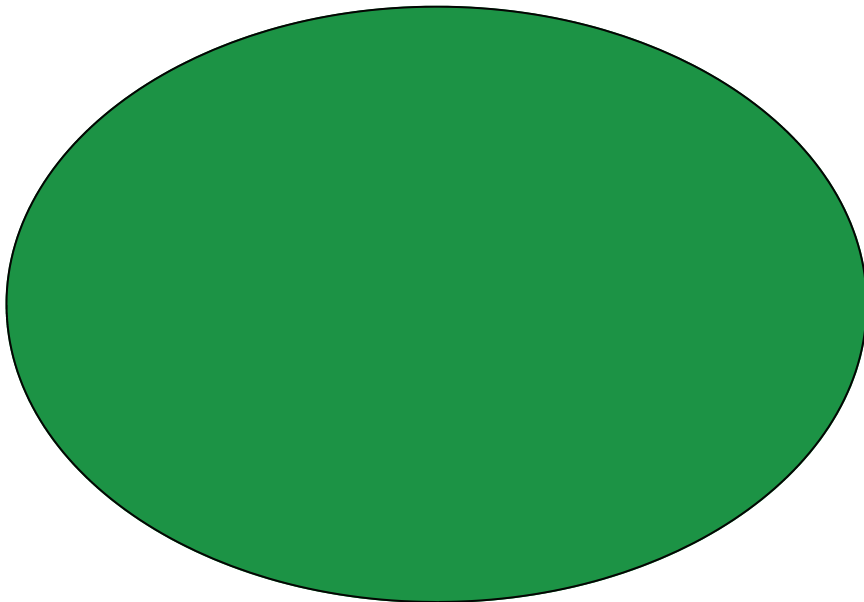
Date Application received at HO.....

Card issued by.....Date.....

*Leaflet amended 24/02/12*

# Access to Leisure

Supporting Health and  
Wellbeing for  
East Lothian Residents



Discounted access to  
East Lothian Council's  
Sport and Leisure  
Facilities

Swimming, badminton, aerobics and squash are just a few of the activities you can enjoy all year round and in the summer there is also putting, bowling, tennis and a host of other seasonal activities.

## What benefits do I get from the card?

The **ACCESS TO LEISURE** card allows use of the Council's leisure facilities, Monday to Friday between 9.00am and 4.50pm (latest booking 4.30pm) for £1 per session, with reduced rates operating at all other times.

**NB.** When more than one person is engaging in the same activity, eg. badminton/squash/tennis, a minimum of 50% of the attendees must have an **Access to Leisure** card in order to receive the discount.

## Who is eligible for a card?

The following cards are valid for 3 months from date of issue.

**UNEMPLOYED AND AGED 16-17:** Should produce a statement from their Career office (*Box Code U*)  
**UNEMPLOYED AND AGED 18 OR OVER:** Should produce an Income Support or Job Seeker's Allowance letter dated within the last 3 months. (*Box Code U*)

The following card is valid for 6 months from date of issue.

**INDIVIDUAL'S ON ELC HEALTH IMPROVEMENT SUPPORT PROGRAMMES :** Will provide letter of confirmation signed by appropriate Healthy Living Service Staff.

The following cards are valid for 3 years from date of issue.

**ADULTS OR CHILDREN WITH A DISABILITY:** Should produce their Disability Award letter. (*Box Code D*)

The following cards are valid for 1 year from date of issue.

**ADULTS DIAGNOSED AS LONG TERM SICK:** Should produce their Employment and Support Allowance letter. (*Box Code L*)

**WAR WIDOWS/WIDOWERS:** Should produce their War Pension letter. (*Box Code W*)

**SINGLE PARENTS IN RECEIPT OF CHILD TAX CREDIT :** Should produce all pages of award letter. (*Box Code P*)

**SENIOR CITIZENS:** Should produce their Pension Credit Award letter. (*Box Code A*)

**FAMILY/WORKING TAX CREDIT:** Should produce all pages of award letter. Total household income must be less than £15,860. (*Box Code F*)

**CARERS:** Should produce Carer's Allowance letter. (*Box Code H*)

**CHILDREN:** Must be dependant on one of the above categories and aged 5-16 (up to 18 if still at school). (*Box Code C*)

**STUDENTS:** Should produce a Matric card showing full time at College or University with home address in East Lothian. *This card will be valid until 30th September each year.* (*Box Code S*)

**CHILDREN IN CARE AND THEIR KINSHIP CARERS:** Will provide letter of confirmation signed off by appropriate Children's Wellbeing Staff. (*Box code K*)

**RENEWALS:** Should be accompanied with up-to-date evidence .

## How do I apply?

Simply fill in the attached form and return it to any Enjoy Leisure Sports Centre, East Lothian Council Community Centre or local Area Office with a passport **sized** photograph and the appropriate evidence.

Your card will be issued to the centre and then you will be able to start enjoying a wide range of activities.

East Lothian Council reserves the right to amend this scheme at any time.

## Application Form

*Please complete this form in block capitals*

Surname.....Title.....

First Names.....

Address.....

Postcode..... Date of Birth.....

Tel. Number.....

E-mail address.....

Signature, or that of parent if applicant is under 16

Previous Card Number.....

I would like to apply for the following **ACCESS TO LEISURE** Card (please tick applicable category as shown opposite)

U  D  L  W  H  K   
S  P  A  F  C  E

*Please attach a passport sized photograph and take, with evidence of qualification, to your nearest issuing centre.*

### FOR OFFICE USE ONLY

Evidence provided..... Checked by.....

Return to .....

Date Application received at HO.....

Card issued by.....Date.....

*Leaflet amended 29/11/12*



## Leisure Pass Plus Review Report - Appendix 3

The tables below highlight Leisure Pass Plus usage during off peak and peak periods. For clarity, off peak is Monday – Friday between 9.00am and 4.45pm.

### Off peak

Number of LPP Holders	Usage Casual Activity	Usage coached Activity	Total Usage
3000	47,576	7,540	55,116

### Peak weekday

Number of LPP Holders	Usage Casual Activity	Usage coached Activity	Total Usage
3000	4,106	3,064	7,170

### Peak weekend

Number of LPP Holders	Usage Casual Activity	Usage coached Activity	Total Usage
3000	4,377	1,546	5,923

The table below highlights the benchmarking information received from other Local Authorities and Trusts as part of the review exercise.

Local Authority / Leisure Trust	Operating Concessionary Passport to Leisure Scheme.	Average % Discount of Scheme on Charges
East Lothian / enjoyleisure	Yes	85%
Midlothian Council	Yes	40%
West Lothian Leisure	Yes	50%
Edinburgh Leisure	Yes	40%

Scottish Borders	No	N/A
Sport Aberdeen	Yes	50%
Aberdeenshire Council	Yes	50%
Active Stirling	Yes	20%
South Lanarkshire Leisure	Yes	50%
Renfrewshire Leisure	Yes	30%
Western Isles	No	N/A
East Ayrshire Council	No	N/A
Moray Council	No	N/A
Shetland Islands	Yes	50%
Falkirk Community Trust	Yes	33%
Glasgow Life	Yes	25%
North Lanarkshire Leisure	Yes	50%
East Renfrewshire Council	Yes	15%
Inverclyde Leisure	Yes	35%