

OAKLEAF SPORTS COMPLEX NEW DEVELOPMENTS

AGENDA ITEM No. 9

MEETING: RECREATION COMMITTEE

DATE: 27TH MAY 2026

REPORT BY: SPORTS COMPLEX MANAGER

1.0 Purpose of the Report

1.1 The purpose of the report is to provide Members with an update on new developments relating to the Oak Leaf Sports Complex.

2.0 Previous Initiatives, Events and Staff Training Update

2.1 Set out below is an update on previous initiatives, events, and staff training held in the period since the last Recreation Committee Meeting.

Staff Training

2.2 This month, training has been delivered to staff on the Sports Complex terms and conditions, and bar rules and procedures.

Cliffecon

2.3 The Sports Complex hosted Cute Fox's Cliffecon event on Saturday 9th May with various traders, exhibitors and special guests visiting. The event attracted approximately 450 people to the sports complex (including traders and guests). Cliffecon was a huge success bringing new people to complex and receiving coverage from the local press ([Cliffecon 2026 brings Comic-Con magic to Newton Aycliffe | The Northern Echo](#))



Staff Shortages

2.4 During April, the Sports Complex experienced staffing issues which affected its day-to-day operations. To minimise the impact on opening hours, a number of shifts were covered by staff, with support from officers, including the Head of Leisure and Events, Town Clerk, Corporate and Policy Officer, and Sports Complex Manager.

- 2.5 Most shift changes were arranged internally and covered by existing staff to maintain continuity of service wherever possible, and those staff members are commended for their flexibility and willingness to assist during this difficult period.
- 2.6 The Sports Complex was required to close early, at 9.00 pm, on four occasions due to these critical staff shortages:
- Wednesday 8th April
 - Thursday 9th April
 - Monday 13th April
 - Wednesday 15th April

3.0 Entrance Sign

- 3.1 The entrance signage for the Sports and Golf Complex on School Aycliffe Lane, which can be seen in the picture below, has been refreshed using the existing Revenue Budget:



4.0 Internal Events

- 4.1 The following events will be held as part of a strategy to increase usage of the facilities, one Thursday per month, leading up to Christmas, utilising the Internal Events Budget.

Sports Day and Games Night

- 4.2 The Sports Complex will host a Sports Day and Games Night on Thursday 28th May to promote the facilities.



- 4.3 Food offers will be available to encourage people to use the bar area as well as the sports facilities.

Comedy Night

- 4.4 Initial meetings have been held with a local events team to the potentially to hold a comedy night in the function room. A provisional night of Thursday 24th September has been identified for the first evening and if successful they could be held on a regular basis (quarterly).

5.0 Food Hygiene

- 5.1 DCC Senior Environmental Health Officer visited the Sports Complex to carry out a food hygiene inspection on Monday 11th May. The report returned a hygiene rating of 5 out of 5:



6.0 World Cup 2026 Premises Licence Update

- 6.1 It was reported at the Recreation Committee meeting on the 14th January that the Sports Complex Manager would investigate requesting a temporary licence to allow the sports complex to open later during the home nation games at the Football World Cup.
- 6.2 Temporary Licences are allowed for a maximum period of 7 consecutive days, therefore a request will have to be made as and when required.
- 6.3 The table below lists the potential home nation games which may require requests:

	England		Scotland	
Group game 1	17 th June 9pm		13 th June 2am	
Group game 1	23 rd June 9pm		19 th June 11pm	
Group game 1	27 th June 10pm		24 th June 11pm	
	1st place	2nd place	1st place	2nd place
Round of 32	1 st July 5pm	3 rd July 12am	29 th June 6pm	30 th June 2am
Round of 16	6 th July 1am	6 th July 8pm	5 th July 9pm	4 th July 6pm
Quarter Final	11 th July 10pm	10 th July 8pm	11 th July 10pm	9 th July 9pm
Semi Finals	14 th and 15 th July 8 pm			
Final	19 th July 8pm			
	Please note that if either team finishes 3 rd place in their group they could follow various routes to the final.			

Key	
Facility will be closed due to late kick off time	Licence applied for

- 6.4 The only game at present which will require a TEN (Temporary Event Notice) is the 3rd England group game on 27th June, and an application has been submitted for this date.

7.0 Premises Licence Update

- 7.1 During the Easter Weekend it was highlighted that the boundaries on the current premises licence for the Sports Complex are dated, restricting opening before twelve noon on Good Friday.
- 7.2 The Sports Complex Manager is investigating the cost and process to potentially change the licence as follows to provide more flexibility around opening:
- Remove the Good Friday restriction.
 - Extend licensed opening times to allow flexibility when required.
 - Add carry out sales (off-sales) to the licence to increase income streams.
- 7.3 The above changes will give more flexibility during events (World Cup/Lions Rugby etc) and fit with current social habits where people are moving towards socialising during the daylight hours rather than the evening.
- 7.4 The Sports Complex Manager does not propose to make any changes to the current operating procedures or opening hours at this time. Any proposed changes would be reported to Members in the appropriate manner for consideration and debate.

8.0 Praise for Staff

- 8.1 On Tuesday 28th April, an incident took place outside the Sports Complex. The couple involved received support from the Duty Manager and Attendant who were on shift at the time. They subsequently emailed the following praise for both members of staff:

“We feel we must commend the excellent support we received from the Attendant who initially dealt with us after the incident (professional, supportive, helpful).”

“Also the Duty Manager, who was all of the above and went above and beyond in her help to us.”

- 8.2 Both members of staff have been commended by the officers for their actions and professionalism.

9.0 Caravan and Camping Site

- 9.1 The Sports Complex (rear field) is currently registered as a camp site with the Caravan and Camping Club ([/www.campingandcaravanningclub.co.uk](http://www.campingandcaravanningclub.co.uk)) catering for overnight stays and rally's.
- 9.2 Members will be aware of the challenges faced over the past 12 to 24 months. In April, officers took the precaution of closing the site for 14 days due to increased risks. The Sports Complex Manager will provide further details and context at the meeting.
- 9.3 The Sports Complex Manager will monitor the situation throughout the summer period, implementing temporary closures during times of heightened risk. At the conclusion of this period, a report will be brought forward to members outlining key findings and any recommended actions.

10.0 General Data Protection Regulations (GDPR)

10.1 Is any personal or sensitive data required for this proposal which may have any implications for GDPR? **NO**

11.0 Recommendations

11.1 It is recommended that Members:-

- i) Receive the update report.

Sports Complex Manager