



Minutes of the meeting of the **Overview & Scrutiny Committee** held in Virtual on Friday 27 November 2020 at 9.30 am

Members Present: Mr A Moss (Chairman), Mr K Hughes (Vice-Chairman), Mrs C Apel, Mrs T Bangert, Mr G Barrett, Mrs N Graves, Mr C Page, Mr H Potter, Mrs C Purnell, Mrs S Sharp and Mr T Johnson

Members not present: Mr D Palmer

In attendance by invitation:

Officers present: Ms P Bushby (Divisional Manager for Communities), Mr A Buckley (Corporate Improvement and Facilities Manager), Mrs J Hotchkiss (Director of Growth and Place), Mrs S Peyman (Divisional Manager for Culture) and Mr J Ward (Director of Corporate Services)

55 Chairman's Announcements

There were no apologies for absence.

56 Urgent Items

There were no urgent items or public questions.

57 Declarations of Interests

Cllr Apel declared a personal interest as a trustee of Stonepillow.

Cllr Purnell declared a personal interest as a member of West Sussex County Council and a member of Selsey Town Council.

58 Public Question Time

There were no public questions.

59 Corporate Plan Review Task and Finish Group

Cllr Apel, as Chairman of the Task and Finish Group presented the report to the Committee; Mr Andy Buckley, Corporate Improvement and Facilities Manager was also present to answer questions.

Mr Buckley informed the Committee of the process that the TFG had undertaken as part of their review. He explained that they had met at the end of October 2020 in order to consider progress against all identified key projects and their associated performance indicators. The TFG discussed eight projects that were identified as red, (Mr Buckley explained that this meant the projects were either off target or overdue), the appropriate divisional managers attended the TFG to provide full explanations and answer any specific questions. The full findings of the review were summarised in the report. In addition, Mr Buckley drew the Committee's attention to paragraph 4.18 of the report, which summarised explanations for Corporate Plan projects where targets had not been met; including the impact of Covid-19.

The Committee considered the report and made the following comments;

- The option of a mitigated northern route for the A27 should be referenced in the report at 42c on page 151, as this was the preferred route for many organisations including CDC, WSCC and local residents. CDC had voted in favour of this route at Full Council. The Chairman requested that the following be added to the recommendation under D... 'The Committee requested that it be noted that West Sussex County Council, Chichester District Council and BABA 27 supported a northern route'. Mrs Rudziak agreed that the recommendation could be included but reminded the Committee that the comments made within the report were done so in reference to what was in the Corporate Plan as it was agreed at the time. Mr Buckley acknowledged that the status had changed since the report and confirmed that this change would be reflected in the next status report.

Resolved;

The Committee noted the report from the Corporate Plan Task and Finish Group and confirmed that it is satisfied that the Council is achieving satisfactory levels of performance against the targets and activities in the 2020/21 Corporate Plan mid-year progress report.

In addition the Committee requested that it be noted that in 2018 West Sussex County Council, Chichester District Council and BABA 27 supported a northern route for the A27.

60 **Southern Water - Discussion on the way forward**

The Chairman provided a brief overview on the current position with Southern Water. He explained that whilst the original proposal had been to set up a Task and Finish Group (TFG) in order to investigate the operations and conversations that have taken place between Southern Water and Chichester District Council; this was not something that could happen at this present time due to the progress of the Local Plan and that it would not be possible for a TFG to be supported at officer level.

Mrs Louise Rudziak, Director of Housing and Communities; informed the Committee that following Cllr Bowden's motion at Full Council, a letter was being sent to Southern Water, copying in both OFWAT and the local MP's. She confirmed that planning services were unable to support a TFG at this time, but acknowledged that

members were keen to invite Southern Water to a future Committee meeting. She explained that she had met with Mr Frost, Director of Planning and the Environment, and proposed that members of the Committee forward questions which they would like to raise with Southern Water to Democratic Services (democraticservices@chichester.gov.uk) these questions will then be collated into a succinct list of questions. [In response to a question the Chairman confirmed that all council members would be invited to submit questions.] These questions would be forwarded to Southern Water, along with a covering letter from the Chairman inviting them to respond to the questions at a future Overview and Scrutiny Committee.

*Mr Whitty, Divisional Manager, Development Management, joined the meeting to help answer any questions members may have.

Councillors made the following comments in response to Mrs Rudziak's proposal;

- In response to a question regarding whether Parish Councils could send questions to member services, the Chairman advised that members could include parish issues within their questions, rather than individual parishes contacting Democratic Services. The Chairman assured the Committee that he would circulate any correspondence before it is forwarded to Southern Water to ensure it is both accurate and appropriate.
- Concern was raised that there could be too many locally 'specific issues' which were not the responsibility of the Committee. The Committee's focus should be in respect of planning and the development of the Local Plan and ascertaining answers to the following type of question;
 - What capacity does Southern Water have?
 - What are their plans with the low level treatment works?
- OFWAT and the Environment Agency should be invited to the same meeting that Southern Water is invited to, as all bodies are intrinsically linked.
- It was suggested that Parishes should be given the opportunity to speak for a maximum of three minutes at any meeting Southern Water are invited to as this would demonstrate strong partnership working. The Chairman explained that he would not invite Parishes to the special meeting, as it was important that a strategic approach was maintained. Mr Whitty, added that if helpful he could liaise with a contact at Southern Water who was happy to visit Parishes.
- Concern was raised over illegal shell fish picking and the loss of industry for local fisherman due to discharges going into the harbour. In response to concerns over raw sewage being discharged into the harbour Mr Whitty, Divisional Manager for Development Management; explained that the Environment Agency (EA) did permit some discharges and advised that any questions regarding the quality of water in the Harbour should be directed at the EA.

Having listened to discussion Mr Whitty surmised that there were two distinct lines of questioning;

- Understanding the existing problems in the network, (which are often identified by parishes), and;
- Understanding issues surrounding capacity and future development.

The Committee agreed that Southern Water, the Environment Agency and OFWAT should be invited to attend a special meeting of the Overview and Scrutiny Committee. The Committee acknowledged that a letter to Southern Water was currently being drafted by the Chief Executive and Leader; they agreed that it would be sensible to see what response was received. In the meantime, the Chairman advised that members should start to forward questions to Democratic Services.

61 **Forward Plan**

The Committee noted the Forward Plan for the period 1 December 2020 to 31 March 2021.

Items identified for future scrutiny included;

- Coastal engineering and plans for sea defences in the future
- Coastal Partners Group (group of local authorities which CDC has been invited to join)
- Low Carbon Chichester Fund

62 **Leisure Services Performance Review**

The Chairman welcomed Mrs Sarah Peyman, Divisional Manager, Culture and Sport; and Mr Stuart Mills, Operations Manager, Everyone Active, to the Committee and invited them to present their report.

Mrs Peyman explained that the Leisure Service Performance Review the Committee were considering was the performance of the Leisure Contractor for 2019/20; this was year four of the ten year contract. Mrs Peyman drew the Committee's attention to the update from Everyone Active which gave an update of all the performance indicators and highlighted the successes from that year. Mrs Peyman highlighted to the Committee that January, February and March 2020 were all impacted by Covid-19, attendance declined and centres were shut from 20 March 2020 in line with government restrictions. However, it was positive to note that despite the impact participation rates continued to grow over the year with a 2% increase in attendees. Neither the over 50's or disabled attendance target was met; however, these were on target prior to Covid-19.

Mr Mills, highlighted the following the successes from the year 2019/20;

- Westgate Leisure Centre received the 'Outstanding' quality award; this award means that Westgate is one of the Top 10 leisure centres within the country.
- The Bourne and Grange leisure centres both received 'Excellent' awards
- Maintained and developed strong links with the community including; obesity clinics for children and first steps to fitness programme.

The Committee asked the following questions and made the following comments;

- The Committee congratulated Mr Mill's on the achievement of receiving an 'Outstanding' award for the Westgate Leisure Centre.
- In response to a question regarding the KPI's (specifically GP referrals and omission of staff satisfaction), Mrs Peyman explained that the KPI's formed part of the original contract tender from 2015/16. The KPI's remain the same for the contract period in order to maintain a strong monitoring programme. However, new KPI's can be included a part of the annual contract review; which also reviews the way current KPIs are reviewed. Mr Mills explained that the impact from GP referrals came from the staff resourcing of the service, as well as considering the marketing approach with both GP's and the wider community; and how they can keep referrals attending the centre.

With regards to staff satisfaction Mr Mills explained that this had not been included with the KPIs that formed the original contract tender and so was not included as part of the annual report.

- Feedback from the Bourne Community College was very positive; there is a strong partnership between the school and the leisure centre. The centre provides the students with 25 hours leisure service a week, which has been maintained throughout the second lockdown.
- In response to a question enquiring what steps and measures will the leisure centre take to encourage people to return; Mr Mills explained that a number of steps had already been taken. The steps taken so far included; one way systems, covid-19 safety signage, additional cleaning, provision of hand sanitisers, risk assessments regarding the number of people that can be in one place and the development of the web site to allow all activities to be booked online (including swimming) – Mr Mills added that this has received very positive feedback. There has also been a very big marketing campaign both online and via direct mail, as well as a film which was broadcast on YouTube showing customers what to expect when they returned to the centres.

Resolved;

- **The Committee received the 2019-20 Annual Report from Everyone Active (Sport and Leisure Management Ltd) Appendix A**
- **The Committee reviewed the report and approved that the contractor is achieving satisfactory levels of performance against outcomes in section 2.0 and the key performance indicators in section 4.0 of the 2019-20 Annual Report; Appendix A**

63 Exclusion of the Press and Public

The Chairman proposed and read the part II resolution in relation to agenda item 10 and 11 which was seconded by Mrs Purnell.

The Committee then voted to go into part II.

64 **Leisure Services Performance Review**

The Chair invited Mrs Peymen to present her report on the Leisure Service Performance Review. Members were then provided with an update. Mrs Peyman and Mr Mills responded to members' questions and comments.

The Committee made the following resolution;

Resolved;

The Committee noted the performance of the leisure services to the end of September 2020 following the reopening of leisure centres in July 2020. The Committee asked that a note of thanks to all staff involved in the running of the leisure services be passed onto Cabinet.

65 **Future Services Framework - Efficiency Savings and Policy Options**

The Chair invited Mr Buckley to present his report on the Future Services Framework. Following his report Mr Buckley, Mr Mildred, Mr Whitty, Mrs Hotchkiss and Mr Ward responded to members' questions and comments.

The Committee made the following resolution;

Resolved;

- 1. The Committee noted the £1.4million of annual revenue savings identified from the efficiencies exercise and detailed in Appendix 1; and requested that a more detailed breakdown is provided to committee members.**
- 2. The committee provided comments on the policy options contained in paragraphs 6.5-6.9.**
- 3. The Committee provided comments on the proposal to defer Stage 3 of the Future Services Framework for a period of twelve months**
- 4. The Committee reviewed the non-statutory services contained in Appendix 2 and made comments.**

66 **Late Items**

There were no late items.

The meeting ended at 12.10 pm

CHAIRMAN

Date: