

# Minutes

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## **Corporate Projects Scrutiny Committee Monday, 25th September, 2017**

### **Attendance**

|                        |                |
|------------------------|----------------|
| Cllr Mrs Pound (Chair) | Cllr Trump     |
| Cllr Reed (Vice-Chair) | Cllr Tumbridge |
| Cllr Mrs Coe           |                |

### **Apologies**

|               |               |
|---------------|---------------|
| Cllr Aspinell | Cllr McCheyne |
| Cllr Barrett  |               |

### **Substitute Present**

Cllr Clarke (substituting for Cllr Kendall)

### **Also Present**

Cllr Hossack  
Cllr Mynott  
Cllr Ms Sanders

### **Officers Present**

|               |   |                                 |
|---------------|---|---------------------------------|
| Philip Ruck   | - | Chief Executive                 |
| Steve Summers | - | Group Manager In House Services |

### **118. Apologies for Absence**

Apologies were received from Cllrs Aspinell, Barrett, Kendall and McCheyne. Cllr Clarke substituted for Cllr Kendall.

### **119. Minutes of the Previous Meeting**

The minutes of the previous Corporate Projects Scrutiny Committee held on 3 July 2017 were approved as a true record.

### **120. Leisure Strategy - Phase 1 update and recommendations**

It was agreed at the 3 July 2017 Corporate Project Scrutiny Committee to establish a Leisure Strategy Working Group (LSWG) to inform and assist the Community, Health and Housing Committee in agreeing recommendations on each of the three phases of the Leisure Strategy. These three phases were agreed by the Policy, Projects and Resources Committee on 20 June 2017. The report before Members was an update on the progress under Phase 1.

The LSWG consisted of Cllrs Pound, Middlehurst, Murphy, Davies and Hubbard and met on 2 August and 6 September 2017.

Members debated the content of the report and the recommendations contained therein and concluded that the report lacked sufficient detail and background information to enable scrutiny of the recommendations and findings of the working group.

Cllr Hossack requested that officers contact two major leisure operators so that they can provide a presentation and information to members to assist with their deliberations.

A motion was **MOVED** by Cllr Tumbridge and **SECONDED** by Cllr Trump to require a full report including accompanying information is provided to the next committee meeting in order to enable full scrutiny of the working groups findings.

A vote was taken by a show of hands and it was **RESOLVED UNANIMOUSLY**:

1. That a full report from officers and the LSWG with annexes to be able to scrutinise the recommendations.

### **REASON FOR RECOMMENDATIONS**

The Council needs to ensure that its Leisure Facilities were fit for purpose, sustainable, accessible to the residents and visitors, and support the Council's priorities of improving health and wellbeing of its residents.

#### **121. Town Hall -Temporary Customer Services and Members Portal**

A working group was set up to consider the arrangements for Face to Face customer services during the temporary relocation of Council services and secondly to consider a new Members Portal.

The nominated members of the Working Group were Cllrs Aspinell, Hones, Morrissey, Poppy and Reed. The Working Group met on the 6 September 2017.

A motion was **MOVED** by Cllr Tumbridge and **SECONDED** by Cllr Mrs Coe to approve the recommendations in the report with the amendment to recommendation number 1 that "Members note".

A vote was taken by a show of hands and it was **RESOLVED UNANIMOUSLY** that:

1. Members agree note the findings of the Working Group in relation to the temporary Customer Services and new Members Portal.
2. Invitations to members to view the new venue at Seven Arches Road once fully complete towards the end of October 2017.
3. Provide a demonstration of the new Members Portal to the Working Group in November 2017.
4. That training and assistance to create an account will be provided to Members when the Members Portal is implemented.

### **REASONS FOR RECOMMENDATIONS**

To allow Members the opportunity to familiarise themselves with the temporary front line service area and provide confidence in the service which will be delivered.

To assist Members with the transition over to a new Members Portal system to build confidence and speed up the overall responses.

## **122. 2017/18 Work Programme**

At the Policy, Projects and Resources Committee on the 20th June 2017 it was agreed that the following Corporate Projects be considered by the Corporate Projects Scrutiny Committee in 2017/18:

- Town Hall Redevelopment – Customer Services/Member Portal
- Leisure Strategy
- Local Development Plan
- Town Centre Redevelopment

The Corporate Projects Committee would also have responsibility to review decisions made, or other action taken, regarding the discharge by the responsible authorities of their crime and disorder functions. In addition, it had responsibility for the monitoring of Council service performance, including Performance indicators, Formal Complaints and Freedom of Information requests.

At the Corporate Projects Scrutiny Committee on 3 September 2017 it was agreed in addition to the projects set out in 1.2 and 1.3 in the report that a working group would scrutinise the Council's Emergency Planning procedures.

The Corporate Projects Scrutiny Committee would make recommendations to the appropriate decision making committees and Council as necessary. The Corporate Projects Scrutiny Committee were invited to consider its 2017/18

updated work programme which included the scopes for the Local Development Plan and the Town Centre which had been approved by the Policy, Projects and Resources Committee on the 19<sup>th</sup> September 2017.

The 2017/18 updated work programme at Appendix A of the report had set out the latest proposed position with regards to the working groups.

The committee deliberated the detail of Appendix A of the report that had set out the latest proposed position with regards to the working groups.

Cllr Tumbridge asked when the Local Development Plan would be coming to Full Council. Officers advised that the Council Leader would be providing a response to that question in due course.

Cllr Mynott raised the issue of the number of substitutes allowed for the committee. Cllr Tumbridge advised that this issue could be reviewed and considered at the Constitution Working Group of which he was Chair.

A motion was **MOVED** by Cllr Mrs Pound and **SECONDED** by Cllr Reed to defer the work programme report until the next meeting to enable inclusion of detailed dates of when the working groups will be responding to the Corporate Projects Scrutiny Committee.

A vote was taken by a show of hands and it was **RESOLVED UNANIMOUSLY** that:

- 1. The Corporate Projects Scrutiny Committee updated work programme 2017/18 (Appendix A of the report) be deferred until the next meeting to enable inclusion of detailed dates of when the working groups will be responding to the Corporate Projects Scrutiny Committee.**

#### **REASON FOR RECOMMENDATION**

The Constitution required that the Corporate Projects Scrutiny Committee agreed its work programme at each meeting of the Committee.

#### **123. Urgent Business**

There were no items of urgent business to discuss.