

**Minutes of:** **PERFORMANCE OVERVIEW AND SCRUTINY COMMITTEE**

**Date of Meeting:** 20 June 2011

**PRESENT:** Councillor Crawforth (Chair)  
Councillors Aldred, L Barnes, Morris, Roberts, and Robertson

Irene Divine (co-opted Member)

**IN ATTENDANCE:** Liz Sandiford, Head of People and Policy  
Michael Riley, Communities Manager  
Martin Kay, General Manager, Rossendale Leisure Trust  
Norman Hauserman, Board Representative, Rossendale Leisure Trust  
Chris Rowan, Chair, Community Leisure Association Whitworth  
Christine Ashcroft, Community Leisure Association Whitworth  
Councillor Gledhill (for part of the meeting)

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**1. APOLOGIES FOR ABSENCE**

Apologies for absence were received from Councillor Stansfield.

**2. MINUTES OF THE LAST MEETING**

**Resolved:**

That the minute of the meeting held on 14th March 2011, be approved and signed by the Chair as a correct record.

**3. URGENT ITEMS**

There were no urgent items for discussion.

**4. DECLARATIONS OF INTEREST**

Councillor Morris declared an interest as a Board Member of Rossendale Leisure Trust.

**5. PUBLIC QUESTION TIME**

No public were in attendance.

## **6. CHAIR'S UPDATE**

The Chair welcomed everyone to the meeting.

## **7. LEISURE REVIEW**

The Communities Manager presented the update report on the progress of projects implemented as part of the 2009 Leisure Review, including the funding agreements relating to Rossendale Leisure Trust (RLT) and Community Leisure Association Whitworth (CLAW), which were as follows:

Ski Rossendale – the facility closed at the end of March, whilst effort were being made to secure its future through either a social or commercial enterprise. Interested parties had been invited to complete a Pre-Qualification Questionnaire that made business case for the running of the facility and were invited to a Q&A meeting prior to the Council requesting a formal tender submission. The timeline of mid July for awarding of the contract remained on target.

Haslingden Pool and Marl Pits Development - The Development Project Team had continued to meet to refine plans for both developments, with a focus on refining of the costings to ensure they fit within the cost of £5.6M. Due to some cost challenges, the design was in the process of being reconfigured.

Funding and Performance Agreement – CLAW and Riverside. The CLAW Board had considered the findings of the Globe report and presented an Action Plan that outlined how they were responding to the challenges.

There was one outstanding issue in relation to the lease arrangements which CLAW wish to have that is similar to Rossendale Leisure Trust. This is to transfer responsibility for structural repairs and maintenance to the Council as under previous lease arrangements and the current proposal this responsibility was with CLAW.

The Chair of CLAW gave a summary of each of the actions and how they were going to achieve the objectives.

Members raised a number of questions as follows, which the Chair of CLAW responded.

- Costs of hiring the hall
- Problems for CLAW who wouldn't be able to finance structural repairs and maintenance
- The need for a quality assurance process for events ie catering and bar staff to enable flexibility
- Could the kitchen at the Civic Hall accommodate the undertaking of in-house buffet catering

Member suggested that the Committee receive updates on the action plan at future meetings.

In relation to the lease arrangements, the Communities Manager informed Members that the Council were in the process of undertaking a stock condition survey of all Council facilities which would be reported to Council.

The Board Representative and General Manager of Rossendale Leisure Trust gave a brief overview of the make-up of Rossendale Leisure Trust Board Members and explained the key points for new Members of the Committee.

The Leisure Trust had aligned its financial year with the Councils and therefore the budget report was for 15 months (January 2010- March 2011).

There was discussion on the key achievements during January-April 2011, which included the lifestyles team having facilitated 98 projects and engaged with 1,617 young people.

Members raised a number of questions as follows, which the General Manager and Chair responded.

- Redeployment of staff from Ski Rossendale
- Would the Leisure Trust work alongside the successful Ski Rossendale group

**Resolved:**

1. That the Performance Overview and Scrutiny Committee note the work carried out so far in relation to the leisure review and delivery of the development projects.
2. That Performance Overview and Scrutiny receive from CLAW an update on how they are progressing with their action plan at the November meeting.
3. That Performance Overview and Scrutiny Committee receives a report from the Section 151 Officer on the progress of the stock condition survey making particular reference to the lease agreement with CLAW

**8. QUARTER 4 INTEGRATED PERFORMANCE REPORT**

The Head of People and Policy presented the end of year Performance Report which highlighted some of the best ever outturns for the following Performance Indicators.

- LI 8 – invoices paid on time – which had been recorded a year end high of 97% with targets to achieve more next year

- LI 9 – Council Tax collected – which achieved a year end high of 97.6% - this has shown continual improvement for 11 years
- LI 12 – Working days lost due to sickness absence – which achieved its best ever outturn due to excellent sickness and absence management
- LI 109b – Minor applications determined in 8 weeks – which also achieved its best ever outturn

The Head of People and Policy informed Members of the various achievements which had taken place during the last quarter.

In relation to compliments and complaints, for the first time there had been no Ombudsman complaints during Quarter 4. The number of compliments had also increased for the fifth quarter.

Members congratulated the work of Officers in achieving these best ever targets.

**Resolved:**

1. That the Performance Overview and Scrutiny Committee notes the levels of performance detailed in the report.
2. That the Performance Overview and Scrutiny continues to monitor the performance of those indicators that are underachieving targeted levels of performance and request additional information from the relevant Head of Service.

**9. PERFORMANCE INDICATOR REPORT 2011/12**

The Head of People and Policy gave a brief overview of the purpose of the report, which was due to the Government announcement on a number of changes to the way Local Government Authorities produced and published performance management data.

At the last Performance Overview and Scrutiny meeting in March, Members agreed there was a need for robust performance management arrangements to enable them to monitor the progress of the Council.

The Council were looking at streamlining performance management arrangements and there was discussion on how to take performance forward for the future.

The Head of People and Policy indicated that she was in consultation with Finance on how to report financial information in the future to make it clearer for Members.

Members also agreed that future reports would include performance of the Leisure Trust, CLAW and CAPITA, whilst the Committee would still

have the opportunity of additional scrutiny around the CLAW action plan and Rossendale Transport.

There was discussion on the alcohol harm related hospital admission rate, which would be become a national public health indicator and a local performance indicator for the alcohol related Rossendale Issue Group, led by the Director of Communities and Customers.

**Resolved:**

1. That the comments made by Members of the Performance Overview and Scrutiny Committee be noted.
2. That the Performance Overview and Scrutiny agree to the list of Performance Indicators each service area had recommended for 2011/12, in line with feedback from Overview and Scrutiny Members on the previous Performance Management Review consultation paper of 1<sup>st</sup> march 2011.

**10. EQUALITIES REPORT 2010/11**

The Head of People and Policy presented a report in relation to the Equality Monitoring information gathered for the year 2010/11, including employment related equalities data, Corporate Equality Action Plan report, Community Impact Assessment carried out and complaints equality data.

The Council produced an Equality Action Plan to ensure that it could demonstrate it was meeting its legal duty to promote equality of opportunity and that equality targets were being delivered.

A question was raised as to why when completing a complaints form, there was a request for information about a person's Religion and Sexual Orientation, when this information was not requested when applying for a job. The Head of People and Policy informed Members that other equality forms were being updated to reflect this information.

**Resolved:**

1. That the Performance Overview and Scrutiny Committee note the equalities monitoring data detailed in the report.
2. That the Performance Overview and Scrutiny Committee continues to monitor the equalities data to ensure that the Council was operating fairly and equitably.

The meeting commenced at 6.30pm at finished at 8.15pm

Signed: ..... Date .....  
**(Chair)**