MINUTES OF THE CORPORATE PERFORMANCE COMMITTEE

12 FEBRUARY 2015

PRESENT:

Members of the Committee:

Councillors Mistry (Chairman), Mrs A’Barrow, H Avis, Ellis, Gillias, Lewis, Pacey-Day and Mrs Simpson-Vince

Officers:

Adam Norburn (Executive Director), Doug Jones (Head of Business Transformation), Sean Lawson (Head of Environmental Services), Christopher Trezise (Corporate Performance Management Officer), Paul Ansell (Scrutiny Officer) and Veronika Beckova (Democratic and Scrutiny Services Officer)

In attendance:

Councillors Mrs Timms (Economy, Development and Culture Portfolio Holder) and Mrs Parker (Fees and Charges Task Group Chairman)

24. MINUTES

The minutes of the meeting held on 20 November 2014 were approved and signed by the Chairman.

25. APOLOGIES

An apology for absence from the meeting was received from Councillor H Roberts.

26. PERFORMANCE REPORTS

The committee considered a report (Part 1 – Agenda Item 5) concerning the progress in the Economy, Development and Culture portfolio.

Councillor Mrs Timms updated the committee on progress in her portfolio.

The Head of Environmental Services and Corporate Performance Management Officer attended the meeting to support the portfolio holder and answer questions.

During discussion, the following additional points were made:

Planning/Town Centre

- Significant turnover of planning staff is being experienced at a time when planning applications have increased.
- The Local Development Plan has been out for consultation since January.
• As the vision for the town centre changes, the town centre plan is being updated.
• Three planning applications for the Clock Towers had been received from two different developers.
• The vision for the town centre recognised the inevitable reduction in retail and focused on the independent sector, the night time economy, housing and making it a leisure destination.
• Elliott’s Field Shopping Park redevelopment is well underway and it is hoped that it will be completed in time for the Rugby World Cup.
• The council is focusing on planning for long term and the future of Rugby.
• The employment plan review was in progress.
• An open spaces study had been commissioned.
• Members raised a concern that the Rugby Market is not publicised sufficiently and it is falling below the critical size required to be viable.
• Rugby First is looking at the layout and set-up of the market and may invest in better infrastructure and easy-assembled stands to make it look more uniform.

Recreation

• Sport and Recreation team doing a great job at providing services and attracting funding.
• They are working closely with schools and community centres.
• The team also works with Brooke School.
• 12 coaches and leaders run afterschool clubs.
• After securing funding from Sport England, two sports activator posts for activities for 14 to 19 years old were set up.
• The increase in gym memberships at the Leisure Centre was to be welcomed but it did put additional pressure on car parking.

Rugby World Cup 2015

• On 5 January Cabinet had approved the budget and a skeleton framework of activities.
• Briefings for members are about to take place.
• A banner had been put up on library and flag poles had been placed around Rugby to promote the event.
• There were three layers of promotional activity: Rugby community, UK visitors and overseas visitors.
• Rugby is working in partnership with Visit England, Shakespeare’s England and England Rugby 2015 and with overseas tour operators.
• Visits from overseas sports and travel journalists will be taking place.
• Rugby is also working with Rugby School on a legacy following the Rugby World Cup.

During the discussion the following questions and comments were raised:

*Have the car parking issues at the Leisure Centre been solved?*

We are working on this with GLL who are carrying out a survey. The centre is probably overprovided with disabled parking and some of these spaces may be re-
designated. The main problems are at evening peak times and when the car park is being used by users of other facilities in the area, running groups, special events, etc. The car park is probably sufficient for the leisure centre users alone but not when used by others. Removing planters is not the answer as it is costly and will produce little additional space.

It was mentioned that there were no parent and child parking spaces even though the Leisure Centre had a crèche and the portfolio holder agreed that this would be looked at as part of the present exercise.

*How would the location of new residential parts of the town centre be determined?*

We need to look at what our prime shopping area is and other uses can then be considered outside that area. There is no easy answer.

**RESOLVED THAT** – the Economy, Development and Culture Portfolio Holder be thanked for her update.

**27. FINANCE AND PERFORMANCE MONITORING 2014/15 QUARTER 3**

The committee considered a report (Part 1 – Agenda Item 6) concerning an overview of the Council’s spending and performance position in the third quarter of 2014/15.

The Executive Director and the Head of Business Transformation attended the meeting to present the report and answer questions.

During discussion, the following additional points were made:

- Overall, the budget is expected to underspend at the year-end.
- The underspend is mainly due to an increase in planning income.
- The crematorium is currently underperforming financially primarily because of the lower than usual mortality during the mild winter. This is now changing and the crematorium is now on target financially.

**Performance Indicators**

**LI 124 – Quarterly footfall in Rugby town centre**

The data was historically measured only in the Clock Towers via motion sensors. The new figures cover a wider area and there is currently not enough data accumulated to compare with previous years.

The data is collected by Rugby First and processed by the Economic Development Officer. The members asked for more data from Rugby First and a number baseline as well as percentage baseline.

**LI 107 – Average void period in days**

At the time of the meeting, the data for the indicator was unavailable. Since then, the responsible officer has provided the data (attached at annex to the minutes).
28. REVIEW OF FEES AND CHARGES

The committee considered a report (Part 1 – Agenda Item 7) concerning the Fees and Charges review.

The chairman of the task group, Councillor Mrs Parker, attended the meeting to present the review report.

The chairman highlighted that the review’s main focus was to ensure that the council charges for services fairly. The two-stage process drawn up by the task group will be incorporated into the budget setting process. It was also highlighted that the task group did not review specific fees and charges but the process for setting fees and charges.

The chairman placed on record her thanks to the members and officers involved in the review.

RESOLVED THAT – the recommendations of the review be agreed and submitted to Cabinet for approval.

29. COMMITTEE WORK PROGRAMME

The committee considered a report (Part 1 – Agenda item 8) concerning the progress of task group reviews within its remit and the future work programme.

The Scrutiny Officer invited the committee to suggest additional items for committee meetings.

The committee members were also invited to submit scrutiny reviews ideas to the Scrutiny and Policy Officer for the overview and scrutiny work programme workshop. The workshop will take place on Wednesday 25 February at 5.30pm in Council Chamber.

RESOLVED THAT –

1) the membership of the task group for the Systems Thinking – What Next? review be agreed; and
2) the forward committee work programme be agreed.
Reason for underperformance? The number of hard-to-let properties has impacted on the void figures. There is also recognition that there needs to be additional multi-skilled operatives working on voids within the WSU.

What remedial action is being taken? WSU have established from January 2015 a specialist Voids Team concentrating solely on the repairs and maintenance on our void properties. They are also in the process of recruiting new multi-skilled operatives.

The Voids and Lettings Team are undertaking a review of the service to see where improvements can be implemented in order to remove waste taken from the system.

Re-designation of our harder-to-let properties is being considered to ensure that in the longer-term these remain lettable.

When will this indicator be back on target? We are working towards improving this measure over the next 3 months.

Additional resources required? WSU are currently in the process of recruiting a multi-skilled operative and will consider the needs of the team going forward. A trainee post has been requested via Cabinet on 9 March 2015 to work in the Voids and Housing Options Teams, which will also assist with capacity within the team.