

## CHILTERN DISTRICT COUNCIL

### MINUTES of the Meeting of the RESOURCES OVERVIEW COMMITTEE (CDC) held on 11 SEPTEMBER 2018

**PRESENT:** Councillor N Rose - Chairman  
C Jones - Vice Chairman

Councillors: A Bacon  
C Ford  
A Garth  
J MacBean  
V Martin  
J Waters  
C Wertheim  
N Southworth

**APOLOGIES FOR ABSENCE** were received from Councillors J Gladwin, M Harrold, R J Jones, D Phillips and D Varley

#### 46 MINUTES

The minutes of the Resources Overview Committee held on 20 June 2018 were approved and signed by the Chairman as a correct record.

#### 47 DECLARATIONS OF INTEREST

There were no declarations of interest.

#### 48 28 DAY NOTICE

##### **RESOLVED:**

**That the 28 Day Notices for the meetings of the Cabinet and the Chiltern and South Bucks Joint Committee be noted.**

#### 49 PERFORMANCE REPORT QUARTER 1 2018-19

Members considered a report which outlined the annual performance of Council services against pre-agreed performance indicators (PIs) and service objectives for Quarter 1 of 2018-19.

The Committee was advised of the new reporting method which resulted in Members receiving more timely updates than previously. Of the 47 performance indicators, 27 were on target, 2 were slightly below target, 6 were

off target, 11 were not reported this quarter and 1 was awaiting data. The Committee was taken through the PIs which could be seen appended to the report on pages 29 to 35 of the reports pack.

In relation to the PI CdWR1, Members raised concern that inconsiderate parking was affecting waste collection vehicles ability to reach properties. It was suggested that if Members knew of particular times where access was difficult, for example during school pick-up and drop-off periods they could contact the appropriate Waste Manager who could consider altering individual routes.

In respect of PI CdWR4, which was a new performance indicator, Members raised concern that this was over target. It was explained that whilst over target, this figure did only account for 0.9% of assisted collections for the month and had reduced from June 2017. The target figure would be re-assessed ahead of the next set of data being reported to Members.

Members were advised that in respect of PI CdEH1, resources in the Environmental Health team had been stretched over the quarter which affected the percentage of food hygiene inspections of category A – D food businesses achieved against the inspections due by quarter. Members expressed concern in respect of this and asked it be fed back to the service manager as a key area of focus and to establish whether there were any other issues affecting the target being met, or with the capacity of the team generally to carry out planned inspections across the range of public protection activities.

## **RESOLVED:**

**That the report be noted.**

*Note: Councillors C Ford, J MacBean and V Martin entered the meeting at 6.35 p.m.*

## **50 UPDATE ON THE CHILTERN POOLS REPLACEMENT PROJECT**

Members considered the Cabinet report which provided a progress update on the Chiltern Pools redevelopment project.

During discussion the following key points were raised:

- Members stated that energy conservation remained a significant area which required addressing in detail. Members identified that with effective energy efficiency measures in place, the pay-back time would be reduced and re-iterated that all energy conservation plans must be included in the planning application and final business case which

would be presented to and scrutinised by the Resources Overview Committee ahead of any formal decision on the final business plan. It was recognised that the current leisure centre was responsible for the majority of the Council's energy use. Optimising the energy efficiency of any new facility would be an important consideration for the appointed operator in its financial offer to the Council.

- An options appraisal to assess enabling development options was in the process of being commissioned. The Committee was in agreement that enabling development was important to any final decision as to whether a project of this scale was financially viable, and advised that the report must be presented to them once available as part of the overall business case, construction costs and outcome of the operator procurement. It was identified that this would be a major area of consideration for any potential contractor and it would impact greatly on the project budget and hence its viability.
- Members were concerned that the full planning application was due to be submitted on 12 October 2018, however the report noted that the public consultation was open August through October and as such Members agreed that the planning application should follow on from this. Members were advised that the description of the activity was not correct, and this was not a public consultation, but rather was a range of public information events which demonstrated current progress on the scheme and was a further opportunity for members of the public to understand how the design and composition of the proposed facility had developed. The Committee suggested that point 3.7 of the report be amended to clearly reflect this prior to being presented to Cabinet on 16 October 2018. It was explained that at any point prior to the Planning Committee considering the application, provisionally January 2019 changes to the design could be made.
- Members felt that the report was not as clear as it could be regarding the relocation of the playground facilities and the future maintenance responsibilities.
- With regard to recommendation 10 in the report, the Committee requested details of how the £250k was broken down and requested clarification over why this was the figure outlined in the recommendation for Cabinet approval. Members asked that this be broken down in to categories of expenditure so that both this Committee and Cabinet can fully understand how much of the £250k was expected to be used and what this would cover. The Committee requested an interim update report be circulated to them so that this could be viewed prior to going to Cabinet on 16 October 2018.
- The Committee requested a further project report including any updates to the business plan be presented at its next meeting on 4 December 2018. The Committee was advised that there would be a number of opportunities for Members to scrutinise the final business plan, construction costs, outcome of the operator procurement, and the

enabling development, in detail ahead of it being presented to Cabinet in June 2019 for a final decision. It was felt to be very important that all these elements are considered together when making any decisions.

- It was confirmed that the current contract with the Leisure operator was due to expire April 2020 and to keep the centre operating in its present state would incur estimated annual costs of £700k. Therefore it was important to try and avoid the planned timetable materially slipping.
- The Committee re-iterated previous concerns around the projected membership numbers in the draft business plan and noted that reduced membership numbers would impact the feasibility of the project.
- It was explained that officers presenting the report to Cabinet would relay the views and opinions of this Committee. Standing updates on the project would be provided at future meetings of this Committee.

The Members of the Resources Overview Committee considered the recommendations to Cabinet as outlined in the report and

#### **RESOLVED:**

**To recommend to Cabinet the following amended recommendations:**

- 1. To note the decision of the Director of Services to appoint a main contractor for the construction of the new centre under the Southern Construction Framework.**
- 2. To agree to name the community and leisure development 'Chiltern Lifestyle Centre'.**
- 3. To agree that Chiltern District Council would be responsible for the re-location and installation of existing play facilities as part of the main construction contract.**
- 4. To note the replacement costs of the play equipment will be met by Chiltern District council as part of the development costs of the Chiltern Lifestyle Centre.**
- 5. To agree that Chiltern District Council would be responsible for the management and maintenance of all play facilities on its own land.**
- 6. To note that Amersham Town Council will be responsible for the management and maintenance of all play facilities on their land.**
- 7. To delegate authority to the Head of Healthy Communities, in consultation with the Portfolio Holder for Support Services, to agree with Amersham Town Council the design and construction of any play areas or development facilities to be located on the Town Council's land, including the provision of play equipment, soakaways and surface water drainage systems and works access arrangements through the land swap contract.**
- 8. Should any management and maintenance responsibilities fall upon Chiltern District Council as a result of any agreement with**

**Amersham Town Council because it is necessary to facilitate the location of play equipment and facilities development, it is agreed those responsibilities shall be passed on to the Chiltern Lifestyle Centre operator.**

- 9. To agree to make budgetary provision for the Pre-Construction Services Agreement (PCSA) fee from the leisure reserve.**
- 10. Subject to a detailed breakdown being provided prior to Cabinet on 17 October, that the Head of Healthy Communities, in consultation with the Portfolio Holder for Support Services, be authorised to draw down up to £250,000 of capital funding to enable the project to progress to the next key decision stage which is the Stage 4a refinement of the design prior to Cabinet approval to proceed.**
- 11. That detailed information on enabling development and energy conservation associated with the Business Plan be presented to the Resources Overview Committee ahead of any final Cabinet decision relating to the project.**

*Note: Councillor A Garth entered the meeting at 7.17 p.m.*

## **51 LEISURE OPERATOR CONTRACT**

Members considered the Cabinet report which sought approval on the next steps to be taken in respect of the current contract with the existing leisure operator for the Councils three current leisure centres which would end on 31 March 2020.

The Committee was advised that soft market testing had indicated there would be interest in bidding for the contract from a number of key operators. It was explained that the Council did not have the capacity to run the services in-house and the potential financial risk of doing this would be significant. Members consider this to be a very important activity in the context of the whole Chiltern Pools project.

### **RESOLVED:**

**That Members of the Resources Overview Committee were in support of the below recommendations to Cabinet as noted in the report:**

- 1. To commence the procurement of a Leisure Operator contract to commence in April 2020.**
- 2. To delegate authority to the Head of Healthy Communities, in consultation with the Head of Legal and Democratic Services, Head of Finance and the relevant Portfolio Holder, to take the steps necessary to progress the Leisure Operator tender.**

- 3. To delegate authority to the Head of Healthy Communities in consultation with the Portfolio Holder to finalise the specification of the service to be delivered.**
- 4. To delegate authority to the Head of Healthy Communities in consultation with the Head of Legal and Democratic Services and the relevant Portfolio Holder to determine the procurement method under the Public Contract Regulations 2015.**
- 5. To approve the release of earmarked funds set aside in the Leisure Reserve to fund the activity set out in (6) below. The amount to be delegated to the Head of Healthy Communities and Head of Finance in consultation with the relevant Portfolio Holder.**
- 6. That authority be delegated to the Head of Healthy Communities to procure sufficient professional and technical resources to enter into initial discussions and to prepare for and support the procurement project.**

**The meeting ended at 7.44 pm**