

## **Review Committee – 4 April 2017**

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Minutes of the meeting of the **Review Committee** held on **4 April 2017** when there were present:-

Chairman: Cllr J C Burton  
Vice-Chairman: Cllr B T Hazlewood

Cllr R R Dray	Cllr Mrs C M Mason
Cllr Mrs J R Gooding	Cllr J R F Mason
Cllr N J Hookway	Cllr Mrs L Shaw
Cllr M Hoy	Cllr C M Stanley
Cllr M J Lucas-Gill	Cllr A L Williams

### **VISITING MEMBERS**

Cllrs Mrs D Hoy, Mrs J R Lumley

### **APOLOGIES FOR ABSENCE**

Apologies for absence were received from Cllrs N L Cooper and R Milne.

### **SUBSTITUTES**

Cllr M J Webb for Cllr R Milne.

### **ALSO PRESENT**

C Bentley, Divisional Business Manager, Fusion Lifestyle  
J Richardson, Rochford Contract Manager, Fusion Lifestyle

### **OFFICERS PRESENT**

M Harwood-White	-	Assistant Director, Commercial Services
A Law	-	Assistant Director, Legal Services
M Aldous	-	Leisure and Wellbeing Officer
P Gowers	-	Overview and Scrutiny Officer
M Power	-	Democratic Services Officer

## **71 MINUTES**

The Minutes of the meeting held on 14 March 2017 were agreed as a correct record and signed by the Chairman, subject to the following amendment to Minute 53/16: Members wished it to be recorded that 'Cllr Mrs J R Lumley stated that she had not given apologies for the November 2016 and February 2017 Review Committee meetings as she had not received a formal invitation to attend either meeting. She had received a formal invitation to attend the Committee's April meeting. Cllr J R F Mason stated that a good proportion of the Committee had supported the comments of the Chairman when he expressed disappointment that the Portfolio Holder for Community had not attended the meeting'.

### **EXCLUSION OF THE PRESS AND PUBLIC**

#### **Resolved**

That the press and public be excluded from the meeting for the following item of business on the grounds that exempt information as defined in paragraph 3 of part 1 of Schedule 12A of the Local Government Act 1972 would be disclosed.

### **72 LEISURE CONTRACT**

The Committee considered the exempt report of the Assistant Director, Commercial Services on the Leisure Contract.

Areas of discussion are set out in the exempt appendix to this Minute.

#### **Resolved**

That the contents of the exempt report be noted.

### **READMISSION OF THE PRESS AND PUBLIC**

### **73 FUSION LIFESTYLE**

Members heard from the Divisional Business Manager and the Rochford Contract Manager, Fusion Lifestyle, with an update on the Leisure contract.

In response to questions, the following was noted:

- Fusion is proactive in seeking customer feedback in order to improve facilities.
- The Committee had suggested at its last review of the leisure centres that links could be established with the NHS/GP practices to enable the use of the Fusion facilities for physiotherapy referrals, etc, which could help towards increasing use of the leisure centres at quieter times of the day. Improved links with surgeries and GPs would form part of the process of improving the offer at both Centres and Fusion would look into how this could be developed.
- Further detail of the participation figures by target group could be included in future reports to the Committee. The participation figures are not benchmarked against those of other Councils; however, Fusion had regular liaison with Council officers to discuss how participation could be improved.
- Fusion's business model was the usual model adopted by local authorities, with a focus on provision of services for the whole family. Many of the customers who had moved to one of the newly established 'budget gyms' had returned to the Council leisure centres because of the type of package, service and facilities offered.

- The participation target groups identified by Fusion currently did not include men in the 20-40 age group; however, work was being done to improve participation by this group, including a forthcoming initiative called 'Active Guys', which would offer free activities to and focus on this age group.
- Fusion committed to improving signage in the Clements Hall leisure centre and, in particular, signage to the crèche.
- Customers should be encouraged not to enter the wet-side changing rooms while wearing outdoor shoes: the need for a change in culture and improved signage in this respect was recognised.
- Fusion acknowledged that there was an ongoing need for maintenance in the Clements Hall wet-side changing area and improvement in decoration and the condition of the lockers. The outcome of the building condition survey commissioned by Fusion in accordance with the terms of the contract would identify the works required during the five years remaining of the contract to ensure satisfactory building condition at hand-back. Cllr J R F Mason asked for confirmation that Fusion recognised there was immediate need for investment in the wet-side changing area to bring the facilities to an acceptable standard and wished it to be minuted that an answer to his request had not been permitted.
- The Castle Hall Road Centre, Rayleigh, could accommodate use by local groups, as well as GP referrals and development of chair-based exercises and there had been an increase in occupancy levels. The Centre was in need of refurbishment and details of the works that had been undertaken would be provided after the meeting.

### **EXCLUSION OF THE PRESS AND PUBLIC**

#### **Resolved**

That the press and public be excluded from the meeting for the remainder of this item of business on the grounds that exempt information as defined in paragraph 3 of part 1 of Schedule 12A of the Local Government Act 1972 would be disclosed.

Areas of discussion relating to aspects of the Leisure contract are set out in the exempt appendix to this Minute.

#### **Resolved**

That a report be made to the Review Committee at its meeting on 13 June 2017 to provide information in respect of the results of the building condition surveys commissioned by Fusion Leisure.

### **READMISSION OF THE PRESS AND PUBLIC**

### 74 INTERACTIVE BUSINESS PLAN

Members heard from the Assistant Director, Legal Services and Cllr J R F Mason on the Interactive Business Plan.

The following was noted:

- The Programme Office, which provided support for delivery of the Business Plan and Projects coming forward, had been instrumental in the design of the Interactive Business Plan. The Plan had hyperlinks embedded to allow the user to 'drill down' into the Council's major projects and see project progression. Three focus groups had been established to evaluate the Plan: a Residents' focus group, a staff focus group and a Members' focus group. The Residents' focus group would be assessing the Plan to establish its benefit and interest to residents. Members' views were sought and Members who wished to view the Plan in the Council offices should contact the Assistant Director, Legal Services.
- Private and confidential documents could be password encrypted.
- Members felt that it would be useful to continue to develop the Interactive Business Plan and welcomed it as an opportunity for enhanced transparency. It was requested that each Project Initiation Document (PID) include contact details to allow people to put follow-up questions or provide input.

#### **Resolved**

That the Interactive Business Plan be progressed.

### 75 KEY DECISIONS DOCUMENT

The Committee considered the Key Decisions Document and noted its contents.

### 76 WORK PLAN

The Review of the Constitution, the Treasury Management Project and ICT Contract Review would continue in 2017/18, subject to agreement by the Committee at its June meeting when it considered its work plan for the coming year.

### 77 ANNUAL REPORT

Members requested that the report include a summary of the Leisure Contract item discussed at the current meeting and reference to the presentation given by Sanctuary Housing on their development plans. It was also requested that the system of issuing a formal, written invitation to Portfolio Holders and officers to attend Review Committee meetings, in accordance with the Constitution, be written into the Annual Report to provide clarity.

### **Resolved**

That the Annual Report be submitted to Full Council.

The meeting closed at 9.50 pm.

Chairman .....

Date .....

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