

## OVERVIEW SELECT COMMITTEE

25 June 2019 at 6.00 pm

Present: Councillors Coster (Chairman), Clayden (Vice-Chair), Bennett, Bicknell, Mrs Catterson, Dendle, Elkins, English, Huntley, Miss Rhodes, Miss Seex, Tilbrook and Mrs Worne

Councillors Chapman, Mrs Gregory, Gunner, Lury, Oppler Dr Walsh and Mrs Yeates were also in attendance for part of the meeting.

[Note: The following Councillor was absent from the meeting during the following items of business – Councillor Mrs Worne Minute 453 to Minute 454 (Part).]

Apologies: Councillors B Blanchard-Cooper, Buckland and Cabinet Member for Technical Services, Councillor Stanley.

### 43. WELCOME

The Chairman gave a warm welcome to members of the public, Cabinet Members and the Members of the Committee to the first meeting of the Overview Select Committee in this administration.

### 44. DECLARATIONS OF INTEREST

Councillor Elkins declared a Personal Interest in the Agenda Item 8 [Feedback from Meeting of the West Sussex County Council, Health and Adult Social Care Select Committee held on 12 June 2019] in his capacity as a member of West Sussex County Council.

Councillor Miss Seex declared a Personal Interest in the Agenda Item 4 [Urgent Item – Minutes of Meeting the of Council Tax Support Task and Finish Working Party on 16 April 2019] in so far as she claimed the single persons discount in respect of her Council Tax.

### 45. MINUTES

The Minutes of the Overview Select Meeting held on 12 March 2019, as previously circulated, were approved by the Committee as a correct record and were signed by the Chairman.

### 46. URGENT ITEM - 456. MINUTES OF MEETING OF THE COUNCIL TAX SUPPORT TASK & FINISH WORKING PARTY ON 16 APRIL 2019

The Chairman agreed with the Committee to defer the urgent item to be discussed towards the end of the meeting.

47. MEETING START TIMES

The Committee

RESOLVED

That its start times for meetings during 2019/2020 be 6.00 pm.

48. CORPORATE PLAN 2018-2022 - Q4 AND END OF YEAR PERFORMANCE OUT TURN FOR 1 APRIL 2018 TO 31 MARCH 2019

The Group Head of Policy introduced this report that set out the Q4 performance outturn for the Corporate Plan performance indicators for the period 1 April 2018 to 31 March 2019.

It was noted that there are 11 Corporate Plan indicators, split into three priority headings, Your Council Services, Your Future and Supporting You. Of these 7 indicators had Over Achieved the target set for them, with 1 indicator (CP3) marginally missing the target attributed to the minimum £3.70 per week contribution that was applied across the board. From 2018/19 this contribution would no longer exist. The remaining 3 indicators (CP1, CP4 and CP9) did not have data available at Q4 and would be presented later in the year.

There was discussion around the targets set for the following indicators:

(CP11) Household waste sent for reuse, recycling and composting

Councillor Dendle opened the discussion by asking the Committee to consider a more ambitious target for the following year. The Director of Services that this would be something that could be considered, the following points were raised and discussed:

- More education needed to get people recycling and single use plastics
- Benchmarking Arun District Council Targets against other Councils

The Director of Services agreed by stating that it was important to have a focus on education.

Councillor Dendle then proposed that the target for CP11 be increased from 40% to 50% for 2019 – 2020. This proposal was seconded by Miss Rhodes and was then put to the vote on. All 12 Member voted in favour of this increased target, so this proposal was therefore CARRIED.

(CP8) Number of new Council Homes built or purchased per annum

Councillor Dendle questioned the target for the number of Council Homes built or purchased during 2019 – 2020 as he felt that this target should be increased from 25 to

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35 based on the need for more housing, Arun's current performance level against this target and an indicator of the Councils' intentions.

The Director of Services advised that while there was scope, discussions were being had with Cabinet and a proposal would be presented to Members at a later date.

Councillor Dendle stated that this was good to hear but felt strongly about not waiting any longer than needed and proposed to increase the target for the number of new Council Homes built or purchased per annum from 25 to 35. This was then seconded by Miss Rhodes.

The Chairman then invited the Leader of the Council, Councillor Dr Walsh to speak, who reconfirmed the Director of Services' earlier statement, that a proposal to increase this target was being considered by Cabinet and felt it would be inappropriate for the Committee to set a revised target today.

The Chairman reminded the Committee that a formal proposal had been made and invited Councillor Miss Rhodes as the seconder to speak. Councillor Miss Rhodes confirmed her view that this matter could not wait, and it was declared CARRIED.

The Committee then;

RECOMMEND – to Cabinet on 29 July 2019 - that

- A) the CP11 indicator target be increased from 40% to 50% for 2019 - 2020
- B) the CP8 indicator target be increased from 25 to 35 for 2019 – 2020 and;
- C) the Council's overall performance against the targets set out in the Corporate Plan Performance indicators be noted as set out in the report and Appendix A.

49. SERVICE DELIVERY PLAN 2018-2022 - Q4 AND END OF YEAR PERFORMANCE OUT TURN 1 APRIL 2018 TO 31 MARCH 2019

The Group Head of Policy introduced the report that set out the Q4 outturn performance for the Service Delivery Plan (SDP) performance indicators for the period 1 April 2018 to 31 March 2019.

It was explained that behind the 11 Corporate Plan Indicators which had been presented via the previous report, were a series of Service Delivery Plan (SDP) indicators that provided more detail about how the service was doing. It was noted that performance of the SDP indicators was reported to the Corporate Management Team (CMT) every quarter and to the Overview Select Committee and Cabinet every 6 months and at year end.

Members were referred to Appendix A of the report which provided the full details of each indicator, including outturn performance history for the period 1 April 2018 to 31 March 2018 and information on performance over the past 5 years.

The Group Head of Policy informed the Committee that out of the 23 SDP indicators that were measured at Q4 18 had either achieved or over achieved the target set for them. There were 5 SDP indicators which did not achieve their target, these have been set out below:

**Marginally behind target:**

SDP5 – Occupied Retail Units in Bognor Regis

Q4 data: 407 Properties  
357 Occupied

For wider BID area and represents 50 empty premises, a 3% rise in vacancies echoed nationally and in Littlehampton. Also, a new opportunity; The Arcade has new vacant unites from a Charity Shop leaving which will bring good quality retail/catering. This was only just behind target at 87.70% against the target of 90%.

SDP16 – Business Rates collected

Marginally under target at 98.60% against a target of 99% attributed to the high street downturn.

**Consistently monitored:**

SDP10 – Number of Stage 2 corporate complaints found to be justified or partially justified

In total 29 stage 2 complaints have been received this year. Of these, 3 were justified (2 in Housing and 1 in Street Naming), and 15 were partly justified (11 in Planning, 4 in Housing). There have been a number of repeat complaints relating to particular planning applications (4 relating to one application, and 5 relating to a second application).

The Group Head of Council Advice & Monitoring Officer would continue to review complaint levels and lessons learned with the Senior Management Team.

**Carefully monitored:**

SDP18 – Cost of emergency accommodation per annum (net)

Following implementation of the Homelessness Reduction Act (HRA) there had been an increased demand. The national picture one year into the HRA was that 78% of LA's report increased homelessness presentations and 60% of LA's have more households in TA. The Council significantly raised recovery of contributions from those households placed in emergency accommodation. The focus is now very much on the prevention of homelessness to reduce the number of placements and length of stay in temporary accommodation. This would continue to be monitored.

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SDP21 – Average time from property vacated to property re let

252 properties completed with an average turnaround of 32 days. This target has not been met due to dealing with complex Anti-Social Behaviour (ASB) issues leaving properties longer than the target of 15 days to enable the ASB issues to be resolved. The indicator is measured from when the property is vacated to the date it is re let.

The Chairman opened discussion of the report to the Committee and the following points were raised:

- Councillor Miss Seex raised concerns about the need for additional measures for fire safety. These concerns were confirmed by the Director of Services' as being covered in the current programme
- Councillor Bicknell asked the question 'would it be possible for Gas and Electrical inspections to be done at the same time?' The Director of Services and the Chairman jointly explained that this process was a complicated one as each inspection would be carried out by different contractors, so would not be possible.
- Councillor Elkins made a request that more detail be given for SDP10 [Number of Stage 2 corporate complaints found to be justified or partially justified] indicator, specifically complaints that were related to planning. The Director of Place confirmed that the information could be brought to a future meeting of the Committee
- Councillor Huntley questioned the number of enforcement officers the Council had in place and wanted it noted that more might be needed to cope with increasing work load
- Councillor Mrs Worne queried the placement and location of the planning application consultation forms.

The Committee then,

**RESOLVED**

That the Council's overall performance against the targets set out in the Service Delivery Plan Report 1 April 2018 to 31 March 2019 as set out in Appendix A of the report be noted.

**50. FEEDBACK FROM MEETINGS OF THE HEALTH AND ADULT SOCIAL CARE SELECT COMMITTEE HELD ON 12 JUNE 2019**

The Committee received and noted the feedback report received from Councillor Bennett, as this Council's nominated representative, following his attendance at the meeting of the West Sussex County Councils Health and Adult Social Care Committee (HASC) held on 12 June 2019.

A summary of the discussion that took place is set out below:

- Councillor English raised his concerns to the Committee regarding the reduction in Homelessness support services voicing concern from a wellbeing perspective for those individuals affected. It was explained by Councillor Bennett that HASC had established a Working Party which would be looking at the impact of these cuts and would report back to HASC at the September meeting. Councillor Bennett also advised the Committee that more detail would be available via the agenda on the West Sussex County Council (WSCC) web page for HASC.
- Councillor Dendle made a request for a representative from the Clinical Commissioning Group (CCG) to be invited to attend a meeting of this Committee to answer questions. It was clarified by the Leader of the Council, Councillor Dr Walsh Vice Chairman of HASC that HASC was there to scrutinise the services of WSCC and was not a service Committee itself, it does not make decisions. He also advised that it had been proving difficult to get a representative from the CCG to attend HASC meetings due to staff shortages and that he would be very grateful for this Committee to add its weight in making a request for them to attend one of its meetings. He also made a statement which covered HASC not being a decision-maker of the cuts that had been made.
- Councillor Tilbrook requested that demographic data regarding mental health figures in the area be provided and the Director of Place advised that this information could be circulated to Members at a later date.

In concluding this item, the Chairman reminded the Committee that it had been suggested that a member of the CCG should be invited to a future meeting.

Discussing this further this was proposed by Councillor Bennett and seconded by Councillor Dendle on this being put to the vote, this proposal was CARRIED.

The Committee

Therefore RESOLVED

That the Group Head of Policy would make arrangements with the Chairman who would then invite a member of the CCG to attend a future meeting of the Committee.

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51. FEEDBACK FROM MEETINGS OF THE SUSSEX POLICE AND CRIME PANEL HELD ON 26 APRIL 2019

The Committee received and noted the feedback report received from Councillor Clayden following his attendance at the meeting of the Sussex Police and Crime Panel held on 26 April 2019.

It was also noted by the Committee that the Councils' new nominated representative for 2019/20 is the Cabinet Member for Community Wellbeing, Councillor Mrs Gill Yeates.

A summary of the discussion that took place has been detailed below:

- Councillor Dendle made a request that, Councillor Mrs Yeates ask at the next meeting how many Police Officers have and wear body cameras when on duty.
- A further question from Councillor Dendle to Vice-Chairman, Councillor Clayden was asked regarding the status of the recruitment of extra Police Officers/PCSO's. Councillor Clayden advised that he was not up to date on the current status, but he understood recruitment was ongoing.
- Councillor Mrs Worne advised the Committee that she had booked in a meeting with the Sussex Police and Crime Commissioner (SPCC), Katy Bourne for 8 July 2019 and to channel any questions to her prior to the meeting date.
- Councillor Bennett advised the Committee that he had been informed that improvements to the 101 service would be made, with Councillor Mrs Worne advising she would request an update on the progress of these improvements at her meeting on 8 July 2019.
- There was discussion on previous responses received from SPCC Katy Bourne where it was felt by some Members of the Committee that she relied heavily on the response of 'that's an operational matter'. Councillor Dendle stated he felt that as Katy Bourne was responsible for the budget this response did not stand up.

52. MINUTES OF MEETING TUESDAY, 16 APRIL 2019 OF COUNCIL TAX SUPPORT TASK & FINISH WORKING PARTY

*(Councillor Miss Seex re-declared a Personal interest as a Member of Arun District Council and in so far as she had claimed single persons discount under the scheme)*

*(During the course of the discussion on this item, the following Councillors declared interests:*

- *Councillor Dendle declared a Personal Interest as a Member of Arun District Council and stated he would not take part in the discussion; and*

- *Councillor Miss Rhodes declared a Personal Interest as a Member of Arun District Council; and*
- *Councillor Bicknell declared a Personal Interest as a Member of Arun District Council; and*
- *Councillor Clayden declared a Personal Interest as a Member of Arun District Council).*

The Benefits Team Leader from Residential Services Keira Stevenson introduced this item stating that the Council Tax Support Task and Finish Working Party on 16 April 2019 had recommended to the Committee that **Option 1. To Retain the Councils current income banded Scheme – No change** be agreed.

This was because the Working Party had only made its recommendation to Full Council and had their suggested recommendation approved in January 2019, this being the reason why it was too early to make any decisions based on the changes that had been implemented. The Council needed more time to allow these changes to imbed before their impact can be assessed.

Due to the nature of the items being discussed, the Committee

#### RESOLVED

That under Section 100A (4) of the Local Government Act 1972, the public and accredited representatives of newspapers be excluded from the meeting for the following item of business on the grounds that it may involve the likely disclosure of exempt information as defined in Part 1 and Part 5 of Schedule 12A of the Act by virtue of the paragraph specified against the item.

The Committee agreed to;

RECOMMEND to Cabinet

OPTION 1. To Retain the Council's current income banded scheme – No Change

The Chairman reopened the meeting to discuss the membership of the Council Tax Support and Task Working Party membership.

The Committee

#### RESOLVED

That the Council Tax Support and Task Working Party membership for 2019 –2020 would be; Councillors Clayden, Coster, Elkins, Miss Rhodes, Miss Seex and Tilbrook



### 53. CABINET MEMBER QUESTIONS AND UPDATES

The Leader of the Council, Councillor Dr Walsh confirmed that work was ongoing with Officers on how the Council would move from a Cabinet system to Committee system and an update will be reported in due course. As well as confirming an intension for new homes target to be increased from 250 to 500.

Councillor Dendle asked several questions around the Council's package with Auditel (webcast provider) including when electronic voting would be available and what was the update regarding the contract with Auditel incorporating all meetings being webcast.

Deputy Leader of the Council, Councillor Oppler replied that electronic voting would be part of the package with Auditel and hopefully this would be able to be implemented before the end of the year. He also confirmed that work is ongoing regarding the contract with Auditel; currently Development Control Committee and Full Council meetings are the only meetings that are webcast. We are very keen to webcast more, but this does come with an increased cost attached as well as the work we are currently undertaking to ensure that we have no equipment failure moving forward.

Councillor Dendle requested if this Committee (Overview Select Committee) would be considered for being webcast. Councillor Oppler responded by stating that we are very open to webcasting as many of our meetings as possible, but we must consider the cost implications of this.

Councillor Dendle asked the Cabinet Member for Planning, Councillor Lury if he still lent his support regarding, a offline bypass for A27 south of Arundel. Councillor Lury responded that Yes, Councillor Dendle could rely on his support.

Councillor Clayden asked the Cabinet Member for Wellbeing Councillor Mrs Yeates considering the huge success of the Littlehampton Wave opening has any consideration been given to the parking space issues that have arisen.

Councillor Mrs Yeates responded that yes, she was aware of the parking issues and discussions on this point were taking place regarding possible solutions.

Councillor Dendle asked the Cabinet member for Wellbeing, Councillor Mrs Yeates with reference to the foreshores report that Roger Spencer brought to the Cabinet meeting can you give your unequivocal support for coastal defences.

Leader of the Council, Councillor Dr Walsh responded that Councillor Mrs Yeates was not the Cabinet Member responsible for this portfolio and confirmed that there had been no change in current policy regarding the costal defences.

Councillor Oppler raised the subject of questions being provided in advance of the meeting, so Cabinet Members had the opportunity to be fully prepared to give full and detailed responses.

The Group Head of Policy encouraged Members to follow this process as outlined in the Agenda. But confirmed that they did not have to be asked in advance.

The Chairman lent his support to Councillor Oppler and advised the Committee that to get the best answer, process should be followed; it was not about catching people out, it would be sensible to follow this process moving forward.

The Chairman thanked those who asked and answered questions.

54. WORK PROGRAMME 2019/2020

The Group Head of Policy introduced this item and clarified some slight changes to the current programme:

- Review of Call in procedure and the Section 106 review would be moved to the December meeting

The Director of Services, confirmed that the Cleansing Contract Review was a review of the current performance of that contract, it would not be a review for what the Council might do in the future, nor was it a debate on the recycling issues that had been raised previously at the meeting, The review would form part of the retender process and Members would be fully involved in that process.

Councillor Bennett made a request that the CCG be invited to the September meeting of this Committee as he felt that this was an important topic.

The Group Head of Policy advised the Committee that this would be dependent on their availability and given the previous discussions on this topic Members may wish to get together informally prior to this meeting to clarify questions they would want to ask.

Councillor Miss Seex requested that she would like to add Houses in Multiple Occupation (HMO's) to the work programme specifically focusing on the wellbeing side of things. The Group Head of Policy responded and advised the Committee that she understood where Councillor Miss Seex was coming from, however thought that the Committee needed to be very clear on what that work looked like and involved. She suggested that a meeting be held to scope out the work aside of the Committee and bring it back to everyone at a later date.

Further discussion and an agreement made that the Group Head of Community Wellbeing should be invited back to the Committee to provide an update on the Wellbeing programme and advise on the future work planned.

The Director of Services stated that having heard the wide range of topics being discussed that it might be beneficial for the Committee to agree a range of

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topics and then allow the officers to put the work programme together for them once the wider considerations have been accounted for.

The Chairman agreed with the Director of Services and thanked her for her advice.

The Committee then,

**RECOMMEND**

To Full Council for approval but there will be consideration to future added topics

(The meeting concluded at 8.15 pm)