



COMMUNITY SELECT COMMITTEE

Date: Wednesday, 3 July 2019

Time: 6.00pm

Location: Shimkent Room - Daneshill House, Danestrete

Contact: Fungai Nyamukapa (01438) 242707

Members: Councillors: S Mead (Chair), M Notley (Vice-Chair), S Booth, A Brown, T Callaghan, A Farquharson, L Harrington, J Mead, C Parris and L Rossati.

AGENDA

PART 1

1. APOLOGIES FOR ABSENCE AND DECLARATIONS OF INTEREST

2. MINUTES - 4 JUNE 2019

To approve as a correct record the Minutes of the Community Select Committee held on 4 June 2019.

Pages 3 – 8

3. SPORTS AND LEISURE ACROSS THE TOWN

To consider a revised scoping document and presentation regarding the "Sports and Leisure across the town" scrutiny review.

Pages 9 – 12

4. URGENT PART 1 BUSINESS

To consider any Part I business accepted by the Chair as urgent

5. EXCLUSION OF PUBLIC AND PRESS

To consider the following motions:

1. That under Section 100(A) of the Local Government Act 1972, the press and public be excluded from the meeting for the following items of business on the ground that they involve the likely disclosure of exempt information as described in paragraphs 1 – 7 of Part 1 of Schedule 12A of the Act as amended by Local Government (Access to Information) (Variation) Order 2006.

2. That Members consider the reasons for the following reports being in Part II and determine whether or not maintaining the exemption from disclosure of the information contained therein outweighs the public interest in disclosure.

6. URGENT PART II BUSINESS

To consider any Part II business accepted by the Chair as urgent

Agenda Published 25 June 2019

STEVENAGE BOROUGH COUNCIL

COMMUNITY SELECT COMMITTEE MINUTES

Date: Tuesday, 4 June 2019

Time: 6.00pm

Place: Shimkent Room, Daneshill House, Danestrete

Present: Councillors: Sarah Mead (Chair), Margaret Notley (Vice Chair),
Adrian Brown, Teresa Callaghan, Alex Farquharson, John Mead,
Claire Parris and Loraine Rossati

Start / End Start Time: 6.00pm
Time: End Time: 7.10pm

1 **APOLOGIES FOR ABSENCE AND DECLARATIONS OF INTEREST**

Apologies for lateness were received from Cllr A Brown.

There were no declarations of interest.

2 **MINUTES - 26 MARCH 2019**

It was **RESOLVED** that Minutes of the Community Select Committee meeting held on 26 March 2019 are approved as a correct record for signature by the Chair.

3 **MINUTES - 1 APRIL 2019**

It was **RESOLVED** that Minutes of the Community Select Committee meeting held on 1 April 2019 are approved as a correct record for signature by the Chair.

4 **TERMS OF REFERENCE**

It was **RESOLVED** that the Terms of Reference are noted.

5 **COMMUNITY SELECT COMMITTEE WORK PROGRAMME AND MEETING SCHEDULE 2019-20**

The Committee considered the Work Programme and meeting schedule for the Community Select Committee (CSC) for 2019-20. The Scrutiny Officer informed Members that the High/Medium/Low rating was a measure of the issue's importance on the CSC work schedule.

Sports and Leisure across the Town – The Committee agreed that this review should be pursued. Members indicated that the review should consider the following:

- Current sports and leisure offer in Stevenage
- Publicity on the SBC website and other platforms

- The health, sports and leisure link
- Stevenage Leisure Limited

The Assistant Director (Communities and Neighbourhoods) informed the Committee that the SLL contract was due for renewal in 2023. Preparations for contract negotiations would start at the beginning of the 2020/21 Municipal year. It was noted that there was likely to be a crossover of the CSC's review of Fairlands Valley sports and leisure offer including the sailing centre and the Environment and Economy review on parks in Stevenage.

Neighbourhood Wardens – Members noted that the review would provide clarity on the job description and working arrangements of Neighbourhood Wardens. It was agreed that the review would be particularly important in view of the proposed area-based working model. Following discussions, Members agreed that due to time and logistics constraints it would not be feasible to include community centres in the scope of this review.

Statutory Item – Crime & Disorder Committee – The Committee noted that this meeting gave Members the opportunity to receive updates on community safety issues.

Standing Item – Public Health – The Chair commended the support provided by the Hertfordshire County Council (HCC) Director of Public Health (Jim McManus) and the HCC Health Scrutiny Committee Member (Cllr Maureen McKay).

Monitoring of Previous Recommendations/Actions

Update on Cultural Strategy – Members were advised that the update would cover Stevenage Museum, Gordon Craig Theatre and a general update on the Cultural Strategy.

Policy Development – Portfolio Holder Advisory Group (PHAG) Meetings – It was confirmed that PHAG meetings on the Homelessness & Rough Sleepers Strategy and Older Persons Strategy would be held on 11 July 2019. The other PHAG topics were Damp & Condensation Policy and Aids and Adaptations Policy, Housing Service Charge Review, Rent Policy, Community Centre Review, Tenancy Strategy and Customer Strategy. Members were advised that they would be notified as soon as dates for these Portfolio Holder Advisory Group meetings were confirmed.

The Scrutiny Officer indicated to the Committee that any unscheduled potential review topics would be added to the Work Programme if suitable dates were available. Cllr T Callaghan took advice on a potential interest in the Portfolio Holder Advisory Group meeting on Homelessness and Rough Sleeper Strategy.

It was **RESOLVED**:

1. That the main review items, one off meetings, statutory and standing items, review revisits and policy development items on the 2019-20 Work Programme are noted

2. That the Meeting Schedule for 2019-20 is noted
3. That SBC officers and representatives of Stevenage Leisure Limited (SLL) prepare a submission for the Committee
4. That the objective of the update on Cultural Strategy be changed to “...Review, understand and comment on choice and style of live entertainment at the Gordon Craig Theatre”
5. That a copy of the last Damp and Mould Review be circulated to Members prior to the Damp & Condensation Policy and Aids and Adaptations Portfolio Holder Advisory Group meeting

6 **DRAFT SCOPING DOCUMENT - SPORTS & LEISURE ACROSS THE TOWN**

The Committee considered the Draft Scoping Document for the review on Sports and Leisure across Stevenage. The Chair reminded Members to keep in mind the focus of the review. The Committee noted that the proximity of the Gordon Craig Theatre to the Stevenage railway station could be used to attract visitors to the town’s sports and leisure events.

Focus of the review – Members identified the following items for consideration in the focus of the review:

- To check if the Council’s website can be updated to include links to public and private providers of sports and leisure facilities and services
- To get a better understanding of booking arrangements for events at the Gordon Craig Theatre
- To determine the split of Stevenage versus non-Stevenage clientele at Stevenage sports and leisure facilities and events
- To assess the affordability of Stevenage sports and leisure facilities and events
- To make a comparison of Stevenage sports and leisure against offers in other similar-sized local authorities
- To ensure that event organisers use a diverse range of publicity methods including the traditional leaflets and posters and also social media platforms

Timing issues – Members were informed that review dates, times and venues of review meetings were subject to change

Any other witnesses – The Assistant Director announced that Stevenage Youth Council had recently started debating topics that were on the agenda of some SBC Council committees. It was indicated that the Youth Council would provide feedback to the Committee after their debate on sports and leisure across Stevenage. Members suggested that the following be added to the list of external witnesses:

- Officers/Members from Luton Borough Council and/or Milton Keynes Council
- John O’Callaghan (Herts Sports Partnership Board Member) – provide insight on the County context

- Allan Prescott – Stevenage Leisure Limited (SLL)
- Any other member of the SLL Management team

Background Documents/Data – The Assistant Director (Communities and Neighbourhoods) indicated that attendance figures for events at the Gordon Craig Theatre would be included in the scheduled SLL presentation to the Committee. It was pointed out that membership details from sports and leisure providers and registers for events such as parkrun could be a source of information on the catchment area for sports and leisure clients if those providers were prepared to share anonymised data. It was noted that such information could be used subject to data protection limitations. Members requested the following background documents:

- Budgets for SBC sports and leisure facilities
- Subsidy per visit

It was **RESOLVED**:

1. That the Draft Scoping Document is noted
2. That the Assistant Director (Communities and Neighbourhoods) liaises with SLL management and the Scrutiny Officer regarding review interviews
3. That Members liaise with the Assistant Director (Communities and Neighbourhoods) regarding visits to Stevenage sports and leisure facilities
4. That Members provide to the Committee sports and leisure leaflets from other local authorities
5. That Members research topics as indicated below:
 - Affordability and barriers – Cllrs C Parris and L Rossati
 - Access – Cllr T Callaghan and S Mead
 - Local take up – Cllr S Mead
 - Websites and online sports and leisure advertisements – Cllr J Mead
 - Older Persons – Cllr M Notley
 - Any other topics/Reserves – Cllrs A Brown and A Farquharson

7 **URGENT PART 1 BUSINESS**

None.

8 **EXCLUSION OF PUBLIC AND PRESS**

Not required.

9 **URGENT PART II BUSINESS**

None.

CHAIR

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REVISED (As revised at 4 June 2019 CSC meeting)

Template Scoping Document

Community Select Committee	
Scrutiny Review Title:	Provision of Sports & Leisure Opportunities Across the Town
Background issues to review – rationale for scrutinising this issue:	Members raised the issue of reviewing the Sports & Leisure provision across the town when the committee agreed items for the work programme in March 2019.
Is this issue covered by the Future Town Future Council Programme ?	(i) <u>Co-operative Neighbourhood Management</u> - “Work with our communities to improve our neighbourhoods” – “Better understand our communities’ needs and priorities” to “Work with our residents to design and deliver services” and to Invest in and improve our neighbourhoods.
Is this issue one that raises interest with the public via complaints or Members’ surgeries or with Officers?:	Sports & Leisure is not an area that generates customer complaints.
Focus of the review: (State what the review focus will be)	<p><u>How do people know about what sports and leisure opportunities there are across the town, including public and private sector provision and in sports clubs and societies?</u></p> <ul style="list-style-type: none"> • What take up is there in each sector? • What are the barriers to people getting involved, including access, and cost/affordability? • What is the number of local people that use these services and for service users outside of the town where do they come from? • What can be done to increase local take up? • What access is there for people from the following characteristic groups:-young, old, gender, sexuality, ethnicity, disability? • Compare with other local authorities?

	<p>Aims:</p> <ul style="list-style-type: none"> • To make sure that the Council's web site directs local residents to all of the relevant opportunities and offers available • To ensure that where possible local residents have good access to local opportunities for sports, leisure, clubs & societies, whether this is provided by the local authority, voluntary or private sector • That the review establishes ways/recommendations to make the cultural, leisure and sporting opportunities accessible to all
<p>Timing issues: Are there any timing constraints to when the review can be carried out?</p>	<p>Officers will advise at the meeting if there are any timing issues to consider. The review will have to fit in with the timing of the other Select Committee review work programme items.</p>
<p>The Committee will meet on (provide dates if known):</p>	<p>Dates: Day/Month/Time/Venue 4 June 2019 – Discuss draft scoping document with AD Communities & Neighbourhoods who will lead the review on the officer side supported by the Scrutiny Officer. Dates to be agreed in July/Aug for site visits 3 July 2019 – Presentation from Officers on Sports & Leisure provision in Stevenage July/August – site visits to various sports & leisure sites in Stevenage 3 or 17 Sep 2019 / 2, 15 or 22 October – Interview Witnesses and gather evidence Date to be agreed to agree recommendations & final report – likely to be in late November/December 2019.</p>
<p>SBC Leads (list the Executive Portfolio Holders and SD's Heads of Service who should appear as witnesses):</p>	<p><i>Officers have suggested the following people:</i></p> <ul style="list-style-type: none"> • <i>Executive Portfolio Holder(s) for Children, Young People and Leisure Cllr Richard Henry</i> • <i>Assistant Director Communities & Neighbourhoods, Rob Gregory</i> • <i>Culture Wellbeing & Leisure Services Manager, Geoff Caine</i> • <i>Health & Sports Strategy Manager</i>
<p>Any other witnesses (external persons/critical friend)?:</p>	<p>To be identified by the Committee at the scoping meeting. <i>Possible options identified by officers:</i></p> <ul style="list-style-type: none"> • <i>SLL Management, Alan Prescott</i>

	<ul style="list-style-type: none"> • <i>SLL Corporate Health and Wellbeing Manager, Juanita Prescott</i> • <i>Critical Friend – Would it be appropriate for this review to invite an officer/Member from another local authority to speak as a “critical friend”? – Members have suggested Herts Sports Partnership, John O’Callaghan</i> • <i>Members of sports clubs, arts groups, (officers to advise suitability)</i> • <i>Youth Mayor/ Youth Council for comment from younger people (including Chair of the Youth Council)</i>
<p><u>Allocation of lead Members</u> on specific individual issues/questions:</p> <p>Any other Questions Members wish to cover:</p>	<p>To be identified by the Committee at the scoping meeting.</p> <p>Members will undertake their own desktop and fact finding research and ask questions on the following areas (list the issues to address during the interviews):</p> <p><i>Cllr Lou Rossati & Cllr Claire Parris – affordability and barriers</i> <i>Cllr Theresa Callaghan & Cllr Sarah Mead – accessibility</i> <i>Cllr John Mead – other authorities (possibly Harlow/Milton Keynes)and websites</i> <i>Cllr Margaret Notley – Older People</i></p>
<p><u>Site visits and evidence gathering in the Community</u></p>	<p>Site visits to various leisure, sports and cultural sites/groups would be helpful to the review. This can be carried out during July and August 2019.</p> <p>Some suggested groups and areas for a visit are as follows – SLL gym, golf course, theatre, Fairlands Lakes, a number of voluntary sector sports clubs, and theatre groups (looking at disabled access etc.)</p>
<p><u>Equalities and Diversity issues:</u> The review will consider what the relevant equalities and diversity issues are regarding the Scrutiny subject that is being scrutinised</p>	<p>It was agreed that the review would address equalities and diversity issues directly in the review.</p> <p><u>Equalities & Diversity Issues</u> – Are there any E&D issues to consider in this review? –</p> <p>Yes, equality and diversity issues are relevant to accessing leisure, sports and cultural opportunities in the town. The review will need to consider opportunities for engagement in these</p>

	activities and involvement for protected characteristic groups.
Constraints (Issues that have been highlighted at the scoping stage but are too broad/detailed to be covered by the review):	<p><i>To be identified by the Committee at the scoping meeting 3 July 2019 (These issues can be captured and dealt with via other means – Briefings/email/officer action etc)</i></p> <p>Any other matters that could be part of a wider Cultural Framework but are not directly addressed by the review should be directed to the Assistant Director for Communities & Neighbourhoods.</p>
Background Documents/data that can be provided to the review	<p><i>As identified by the Committee at the draft scoping meeting 4 June 2019:</i></p> <p>Evidence requested:</p> <ul style="list-style-type: none"> • Information from SLL on the demographics and post codes of the users Gordon Craig Theatre and other Stevenage based SLL run leisure facilities. • A breakdown of the spend per head on the leisure pound by SBC compared to other comparable towns/authorities, including how much the SBC subsidy provides per visit • See how other authorities outside Stevenage advertise
Agreed Milestones and review sign off -To be agreed by Members and officers	<p><i>Formal response from Executive Portfolio Holder (Executives have a Statutory requirement to respond to Scrutiny review recommendations two months after receiving a final report and recommendations of a review: Date Executive Portfolio responses are expected (dependent on the final report & executive portfolio response template publishing date): DD MM YY</i></p> <p><i>Date for monitoring implementation of recommendations – final sign off (typically one year from completion of the review): DD MM YY</i> (Close to this date the Select Committee will receive a report at a Committee meeting to agree the final sign off of the review recommendations)</p>