

**THE OVERVIEW AND SCRUTINY COMMITTEE – SPECIAL MEETING**

**27 November 2017**

Attendance:

Councillors:

Learney (Chairman) (P)

Evans (P)  
Gemmell (P)  
Jeffs  
Pearson (P)

Stallard (P)  
Thompson(P)  
Tod (P)  
Weston (P)

Deputy Members:

Councillor Mather (Standing Deputy for Councillor Jeffs)

Others in attendance who addressed the meeting:

Councillor Horrill (Leader with Portfolio for Housing Services)

Others in attendance who did not address the meeting:

Councillors Bell, Godfrey (Portfolio Holder for Professional Services), Miller (Portfolio Holder for Estates) and Warwick (Portfolio Holder for Environment).

1. **PUBLIC PARTICIPATION**

At the invitation of the Chairman, Richard Baker (City of Winchester Trust) addressed the Committee with regard to Report OS173 as summarised under the relevant agenda item below.

2. **PERFORMANCE MANAGEMENT IINFORMAL SCRUTINY GROUP (ISG) RECOMMENDATIONS**  
(Report OS176 refers)

The Corporate Business Manager introduced the Report and together with the Chairman of the ISG (Councillor Stallard), responded to questions.

It was clarified that Recommendation 6 referred to data within the Council's corporate performance management system (Covalent) being presented on the screen 'live' at some committee meetings, so that specific items of data could be analysed in greater depth if necessary. It was also confirmed that it be investigated whether performance data that was currently input into separate systems across the Council could be rationalised or migrated to core systems,

especially where there was currently duplication of data entry. The potential functionality of Covalent should also be maximised wherever possible. It was also mentioned that changes proposed to the Council's decision making processes were likely to require consideration as to which performance indicators were to be provided to Members and how these are to be presented in committee reports. All Councillors should be provided with annual training on understanding and interpreting performance information as should all staff, with regard to data input.

At conclusion of discussion, the Committee thanked the Informal Scrutiny Group for its work and were in agreement that its recommendations be forwarded to Cabinet for approval.

RESOLVED:

1. That the recommendations of the Informal Scrutiny Group as set out below be referred to Cabinet for approval.
2. That the Council's Data Quality Policy is rewritten and that it be reworked as the Data Quality Strategy, clearly setting out key Council objectives/priorities and the responsibilities for data management quality.
3. That the Council establishes and encourages a stronger performance management culture across the whole organisation highlighting that performance management is everybody's business, which could be accomplished by in-house training and regular briefings for all staff and elected members.
4. That performance information presented in all reports is clear and understandable at all times with links to underlying/supporting documentation where possible.
5. That a training session on understanding and interpreting performance management data and information be held at least annually for all councillors.
6. That the potential to make more use of Covalent to present detailed information to Overview and Scrutiny and Audit Committee, when appropriate be explored.
7. That the Council reduces the amount of duplicated data entry through either the implementation of electronic interfaces between core systems or the migration and rationalisation of systems providing efficiency and cost savings to the Council.

8. Where there are monthly updates, elected members receive an update on the progress of the Council's major projects included in the Democratic Services Update (DSU).

9. That the Council clearly demonstrate how the data from core systems relate to the outcomes included in the Council Strategy.

10. That the Council's Performance Management Guide be updated and made available to all staff and members via the Council's Intranet.

3. **MEMBERS' ALLOWANCES – REPORT OF THE INDEPENDENT REMUNERATION PANEL**  
(Report OS185 refers)

The Committee noted that Report OS185 had not been notified for inclusion on the agenda within the statutory deadline. The Chairman agreed to accept the item onto the agenda as a matter requiring urgent consideration to ensure the Committee could consider the Recommendations of the Independent Remuneration Panel in advance of Cabinet and Council on 10 January 2018.

It was noted that since the Council had agreed a 5% decrease in the Basic Allowance in 2010/11, the Council size had reduced from 57 to 45 Members and larger Wards created with a corresponding increase in workloads. The proposed increase to the Basic Allowance would also help to ensure that the Councillors remained as representative as possible of their constituents.

At conclusion of discussion, it was agreed that the recommendations of the Panel should be supported.

**RECOMMENDED:**

**THAT THE OVERVIEW AND SCRUTINY COMMITTEE ENDORSE FOLLOWING RECOMMENDATIONS OF THE INDEPENDENT REMUNERATION PANEL AND RECOMMENDS THEIR APPROVAL TO COUNCIL.**

- i) THAT THE BASIC ALLOWANCE FOR MEMBERS OF WINCHESTER CITY COUNCIL FOR THE YEAR 2018/19 SHOULD BE £6,023 SUBJECT TO ANY INDEXATION**
- ii) THE CURRENT SPECIAL RESPONSIBILITY ALLOWANCE FOR THE SIX SCRUTINY LEADS BE WITHDRAWN**

- iii) **THE QUALIFYING CRITERIA FOR A GROUP TO BE ELIGIBLE TO RECEIVE AN SRA FOR THE ROLE OF OTHER OPPOSITION GROUP LEADER SHOULD BE REDUCED TO 4 MEMBERS.**

**THE QUALIFYING CRITERIA FOR A GROUP TO BE ELIGIBLE TO RECEIVE AN SRA FOR THE ROLE OF GROUP MANAGER SHOULD BE REDUCED TO 15 MEMBERS. THESE CHANGES REFLECT THE FALL IN THE NUMBER OF COUNCIL MEMBERS FROM 57 TO 45.**

- iv) **THE SRAS FOR 2018/19 TO BE IN ACCORDANCE WITH THOSE LISTED ON PAGE 11 OF THE REPORT (APPENDIX A)**
- v) **THAT SPECIALIST CARE PROVISION SHOULD BE REIMBURSED AT COST UPON PRODUCTION OF RECEIPTS AND THAT MEDICAL EVIDENCE THAT THIS TYPE OF CARE IS REQUIRED MUST ALSO BE PROVIDED AND BE APPROVED BY AN APPROPRIATE OFFICER OF THE COUNCIL.**

**BASIC CARE PROVISION E.G. SHORT TERM CHILD CARE SHOULD BE REIMBURSED AT THE RATE OF THE LIVING WAGE AS DETERMINED BY THE LIVING WAGE FOUNDATION. THE CURRENT RATE IS £8.45 PER HOUR FOR ALL WORKERS OVER THE AGE OF EIGHTEEN; THE RATE IS REVIEWED ON AN ANNUAL BASIS. WINCHESTER CITY COUNCIL IS A LIVING WAGE EMPLOYER IN ACCORDANCE WITH THE ACCREDITATION REQUIREMENTS OF THE LIVING WAGE FOUNDATION.**

**THE DEPENDANTS' CARER' ALLOWANCE SHOULD ALSO BE BETTER PROMOTED AND COMMUNICATED BY THE COUNCIL AND POLITICAL PARTIES TO BOTH PROSPECTIVE AND NEWLY ELECTED MEMBERS.**

- vi) **THE COUNCIL CONTINUE THE CURRENT TRAVEL AND SUBSISTENCE ALLOWANCES, INCLUDING THE APPROVED DUTIES AND THE TERMS AND CONDITIONS FOR WHICH THEY ARE CLAIMABLE BE MAINTAINED.**

- vii) **ANY INDEX LINKAGE AGREED SHOULD BE IN LINE WITH STAFF SALARY INCREASES FOR A MAXIMUM OF FOUR YEARS FROM 2018/2019 TO 2022/ 2023.**
- viii) **THE ONE SRA ONLY RULE PER MEMBER SHOULD CONTINUE TO BE IMPLEMENTED**
- ix) **THAT NO MORE THAN 50% OF THE COUNCIL MEMBERS (CURRENTLY 22 IN TOTAL) SHOULD RECEIVE AN SRA AT ANY ONE TIME**

4. **APPROVAL OF CENTRAL WINCHESTER DRAFT SUPPLEMENTARY PLANNING DOCUMENT**

(Report OS173 refers)

Councillor Horrill introduced the Report and provided an update on the Central Winchester Regeneration Project.

The draft Supplementary Planning Document (SPD) had been prepared by the Council's consultants, John Thompson and Partners (JTP) after much positive collaborative work. The document set out an overall vision of the development area as well as identifying the key objectives that the Council would wish to achieve as part of the regeneration of this part of Winchester. This was to be a mixed use quarter, with better access for pedestrians and also the opening up of waterways. The SPD had been considered by the existing Informal Policy Group (IPG) at a public meeting on 30 October 2017 and a period of informal consultation had then taken place. The SPD was recommended for formal approval by Cabinet (on 6 December) for a period of statutory formal public consultation. Responses received during the earlier informal consultation, plus any comments of this Committee, would also be taken to Cabinet as part of this process. The formal consultation period would extend from this time until early February 2018.

Richard Baker from the City of Winchester Trust spoke during public participation and in summary, referred to the Council's appointment of cost and valuation consultants to undertake an assessment of the commercial viability of the proposals contained in the draft SPD. He queried whether the Council was able to outline the terms of reference for the consultants and what their work was to entail?

Councillor Horrill clarified that the work of the consultants was running in parallel with ongoing detailed work to consider the overall delivery of the whole scheme

by reviewing each of the various components of the new mixed use quarter. Knowledge gained by the consultants and how this may influence final proposals could be discussed with the Trust in due course.

The Committee asked a number of detailed questions which were responded to accordingly by Councillor Horrill, as summarised below:

- (i) The Council would consider opportunities to increase the proportion of the site that it owned, subject to costs and viability considerations.
- (ii) The Council was committed to develop the site in phases having regard to an overall vision for the site. Some existing landowners may develop by themselves.
- (iii) It was recognised that there were likely to be additional visitors to Winchester generated by the new development and new cultural activities. Suggested visitor numbers to a new museum were aspirational and the commercial viability of this would need to be carefully determined.
- (iv) Work to deliver the Movement Strategy for Winchester was ongoing and it was envisaged that this would be completed in summer 2018, a little later than that for the adoption of the SPD. This work was also having regard to other large projects in the town area and would, for example, eventually influence options and decisions regarding the new bus hub as referred to in the SPD.
- (v) The budget sought for approval by Cabinet to cover additional project costs associated with the draft SPD would include the printing costs of the finalised SPD.
- (vi) The Informal Policy Group would be involved in discussion regarding quality public realm within the development area.

At conclusion of questions and debate, the Committee broadly welcomed the draft SPD as a detailed document for adoption for formal public consultation. The Committee congratulated the Informal Policy Group and the Council's consultants JTP for its delivery. The Committee also highlighted the ongoing work to deliver the Winchester Movement Strategy and how this may influence aspects of the Central Winchester Regeneration scheme going forward, as well as ongoing work with regard viability and associated risk.

**RESOLVED:**

That the Committee is content for the draft SPD to go to Cabinet for approval as a document for formal consultation with no amendments.

5. **COUNCIL STRATEGY UPDATE**  
(Report OS180 refers)

The Chairman announced that this Report will be considered at a future meeting of the Committee.

The meeting commenced at 5pm and concluded at 6.25pm.

Chairman