

8 November 2022

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Dear Councillor,

A meeting of **SCRUTINY COMMITTEE FOR COMMUNITY, LEISURE AND PARKING** will be held in the **COUNCIL CHAMBER** at these offices on **WEDNESDAY, 16TH NOVEMBER, 2022 at 7.00 pm** when your attendance is requested.

Yours sincerely,  
KATHRYN HALL  
Chief Executive

#### **A G E N D A**

	<b>Pages</b>
1. To note Substitutes in Accordance with Council Procedure Rule 4 - Substitutes at Meetings of Committees etc.	
2. To receive apologies for absence.	
3. To receive Declarations of Interests from Members in respect of any matter on the Agenda.	
4. To confirm the Minutes of the meeting of the Committee held on 28 September 2022.	<b>3 - 10</b>
5. To consider any items that the Chairman agrees to take as urgent business.	
6. Mid Sussex Wellbeing Annual Report.	<b>11 - 26</b>
7. Leisure Contract Update.	<b>27 - 32</b>
8. Scrutiny Committee for Community, Leisure and Parking Work Programme 2022/23.	<b>33 - 34</b>

9. Questions pursuant to Council Procedure Rule 10.2 due notice of which has been given.

To: **Members of Scrutiny Committee for Community, Leisure and Parking:** Councillors Anthea Lea (Chair), A Boutrup (Vice-Chair), K Adams, R Cartwright, P Chapman, R Clarke, J Dabell, B Dempsey, J Edwards, S Ellis, I Gibson, T Hussain, M Pulfer, A Sparasci and D Sweatman

**Minutes of a meeting of Scrutiny Committee for Community,  
Leisure and Parking  
held on Wednesday, 28th September, 2022  
from 7.00 - 8.11 pm**

**Present:** Anthea Lea (Chair)  
J Dabell (Vice-Chair)

R Cartwright	I Gibson	M Pulfer
P Chapman	S Hicks	S Smith
R Clarke	T Hussain	L Stockwell
R Eggleston	A Peacock	D Sweatman

**Absent:** Councillors A Boutrup, B Dempsey, J Edwards, S Ellis and  
A Sparasci

**Also Present:** Councillors De Mierre and Webster

The Chairman noted the apologies of the Vice-Chairman, Councillor Boutrup and so appointed Councillor Dabell to be the Vice-Chairman with the agreement of the Committee for the duration of the meeting.

The Chairman welcomed Councillor Stockwell as the new Member to the Scrutiny Committee.

**1 TO NOTE SUBSTITUTES IN ACCORDANCE WITH COUNCIL PROCEDURE  
RULE 4 -SUBSTITUTES AT MEETINGS OF COMMITTEES ETC.**

The Chairman noted the apologies of the Vice-Chairman, Councillor Boutrup and so appointed Councillor Dabell to be the Vice-Chairman with the agreement of the Committee for the duration of the meeting.

The Chairman welcomed Councillor Stockwell as the new Member to the Scrutiny Committee.

Councillor Smith substituted for Councillor Ellis, Councillor Eggleston substituted for Councillor Sparasci, Councillor Hicks substituted for Councillor Dempsey and Councillor Peacock substituted for Councillor Boutrup.

**2 TO RECEIVE APOLOGIES FOR ABSENCE.**

Apologies were received from Councillors Boutrup, Dempsey, Edwards, Ellis and Sparasci.

**3 TO RECEIVE DECLARATIONS OF INTERESTS FROM MEMBERS IN RESPECT  
OF ANY MATTER ON THE AGENDA.**

Councillor Eggleston declared a personal interest in Item 7: Community Governance Review – Final Recommendations for Burgess Hill Town Council (BHTC) and Ansty & Staplefield Parish Council as he is the Leader of Burgess Hill Town Council.

Councillor Dabell declared a personal interest in Item 8: Community Governance Review – Final Recommendations for East Grinstead Town Council (EGTC) as he is a Member of East Grinstead Town Council.

Councillor Gibson declared a personal interest in Item 10: Community Governance Review – Final Recommendations for Worth Parish Council (WPC) as he is a Member of Worth Parish Council.

Councillor Chapman declared a personal interest in Item 7: Community Governance Review – Final Recommendations for Burgess Hill Town Council (BHTC) and Ansty & Staplefield Parish Council as he is a Member of Burgess Hill Town Council.

Councillor Hicks declared a personal interest in Item 7: Community Governance Review – Final Recommendations for Burgess Hill Town Council (BHTC) and Ansty & Staplefield Parish Council as he is a Member of Burgess Hill Town Council.

Councillor Hussain declared a personal interest in Item 7: Community Governance Review – Final Recommendations for Burgess Hill Town Council (BHTC) and Ansty & Staplefield Parish Council as he is a Member of Burgess Hill Town Council.

Councillor Peacock declared a personal interest in Item 8: Community Governance Review – Final Recommendations for East Grinstead Town Council (EGTC) as he is the Leader of East Grinstead Town Council.

Councillor Sweatman declared a personal interest in Item 8: Community Governance Review – Final Recommendations for East Grinstead Town Council (EGTC) as he is a Member of East Grinstead Town Council.

Councillor Cartwright declared a personal interest in Item 7: Community Governance Review – Final Recommendations for Burgess Hill Town Council (BHTC) and Ansty & Staplefield Parish Council as he is a Member of Burgess Hill Town Council.

**4 TO CONFIRM THE MINUTES OF THE MEETING OF THE COMMITTEE HELD ON 22 JUNE 2022.**

The minutes of the meeting held on 22 June 2022 were agreed as a correct record and electronically signed by the Chairman.

**5 TO CONSIDER ANY ITEMS THAT THE CHAIRMAN AGREES TO TAKE AS URGENT BUSINESS.**

The Chairman had no urgent business.

**6 STATEMENT OF GAMBLING POLICY.**

Jon Bryant, Senior Licensing Officer, introduced the Statement of Gambling Policy, reminding the Committee that as part of section 349 of the Gambling Act 2005, there

is a requirement of the Licensing Authority (Mid Sussex District Council) to prepare and publish a statement of its Licensing Policy every three years or as appropriate. The Statement of Gambling Policy was before the Committee as it was due for re-publication. The report seeks the views of the Committee on the content of the Draft 'Gambling Act 2005 (Statement of Licensing Policy) 2023' before it goes to public consultation in September 2022. It is proposed that following the consultation, and subject to any significant amendments, it will be reviewed by the Committee before it is formally adopted at Council.

The Senior Licensing Officer highlighted that as the Scrutiny meeting was delayed, the public consultation would begin on Thursday 29<sup>th</sup> September 2022 for a six week period, not Monday 19<sup>th</sup> September as originally noted in the report. He drew Members attention to page 10, paragraph 8 of the report, noting a white paper is due to be published, as a result of the Government reviewing the current Gambling Act. It was anticipated the publication would be delayed until October, and any legislative changes announced by the Government will be incorporated into the Mid Sussex District Council revised policy.

A Member asked in particular, regarding the sales of lottery tickets at multiple outlets across the District, how this is reconciled with protecting children as a key objective of this policy. The Senior Licensing Officer confirmed this was controlled and regulated by the Gambling Commission not Mid Sussex District Council.

A Member reiterated that Mid Sussex District Council was meeting its statutory obligations as a Local Authority and would like to move as recommended.

As there were no further questions, the Chairman took Members to the vote on the recommendation, this was proposed by Councillor Sweatman and seconded by Councillor Eggleston and was agreed unanimously with 14 in favour.

## **RESOLVED**

The Scrutiny Committee endorsed the Draft Statement of Licensing Policy for Gambling at Appendix 1 before it is issued for public consultation.

## **7 COMMUNITY GOVERNANCE REVIEW - FINAL RECOMMENDATIONS FOR BURGESS HILL TOWN COUNCIL (BHTC) AND ANSTY & STAPLEFIELD PARISH COUNCIL.**

Terry Stanley, Business Unit Leader for Democratic Services, introduced the report. He presented the findings of the second public consultation specifically related to the earlier draft recommendations, and the resulting final recommendations for Burgess Hill Town Council. He gave apologies for the typographical error at paragraph 35, which refers to two wards called Northern Arc East, the second of which should read Northern Arc West. He presented the final recommendations for Ansty & Staplefield Parish Council, explaining the Other Options and Risk Management Considerations. He concluded that Burgess Hill Town Council should incorporate two new Parish wards of the Northern Arc East and West to be named respectively as Bedelands and St. Pauls as requested by public responses and elected representatives. The recommendations are before the Committee for examination, ahead of being recommended to Council on 12 October.

A Member congratulated officers for their efficiency and diligence given the significant workload and carrying out such thorough Community Governance Reviews and was fully supportive of the recommendations given the growth and diversity of the Town. He emphasised Bedelands and St Pauls were key landmarks of the Town, hence the request to name the two new parish wards as such. He asked for clarity on approaching the Local Government Boundary Commission for England (LGBCE) to request a review of the County boundaries across the District, in particular Burgess Hill. Officers confirmed, a review of the boundaries would be for the County as a whole, not specifically Mid Sussex and that only when the boundaries become uneven would LGBCE be likely to undertake an Electoral Review of West Sussex County Council.

Members discussed the proposed names of the two new Parish wards, Bedelands and St Pauls in detail. Some Members felt it was more suitable to name the Parishes in line with the Homes England name changes to the housing developments. Councillor Pulfer proposed an amendment to the Town Council Ward names as follows:

'The Ward names at paragraph 35 and paragraph 37 of the report be changed from Bedelands to Brookleigh East Ward and St Pauls to Brookleigh West Ward.'

This was seconded by Councillor Clarke. There was a discussion of the proposed amendment and some Members raised concerns the new names were not relevant to the areas they would represent and did not take into account the views of residents as part of the consultation.

The Chairman took Members to the vote on the amendment proposed by Councillor Pulfer, which was agreed with 7 in favour and 6 against and one abstention.

As there were no further questions from the Committee, the Chairman took Members to the vote on the recommendations as amended with 13 in favour and 1 abstention.

## **RESOLVED**

The Scrutiny Committee for Community, Leisure and Parking:

- (i) Noted the findings of the second public consultation.
- (ii) Provided advice upon, and further to that advice, accepted the principal electoral authority's final recommendations for Burgess Hill Town Council subject to the amendment and Ansty & Staplefield Parish Council.
- (iii) Noted that in the light of the consultation responses received through each stage of the Community Governance Review, the final recommendations shall proceed to Council for final decision on 12 October 2022.

## **8 COMMUNITY GOVERNANCE REVIEW - FINAL RECOMMENDATIONS FOR EAST GRINSTEAD TOWN COUNCIL (EGTC).**

Terry Stanley, Business Unit Leader for Democratic Services, introduced the report. He presented the findings of the second public consultation specifically related to the earlier draft recommendations, and the resulting final recommendations for East Grinstead Town Council. He gave apologies for the typographical error at paragraph 32, which does not portray the complete ward name of Herontye & Ashplats South as

agreed at the last Scrutiny meeting, this has been amended online. In summary, the Town Wards of Ashplats North be retained as it is divided from Ashplats South by a county division boundary. The new Parish ward of Sackville be incorporated into Baldwins ward, and the Town North and Town South wards be retained.

A Member noted his disappointment at the lack of feedback from residents to the consultation. Another Member expressed the support of residents from local surgeries.

As there were no further questions, the Chairman took Members to the vote as set out in the recommendations, these were proposed by Councillor Sweatman and seconded by Councillor Dabell and agreed unanimously with 14 in favour.

## **RESOLVED**

The Scrutiny Committee for Community, Leisure and Parking:

- (i) Noted the findings of the second public consultation.
- (ii) Provided advice upon, and further to that advice, accepted the principal electoral authority's final recommendations for East Grinstead Town Council.
- (iii) Noted that in the light of the consultation responses received through each stage of the Community Governance Review, the final recommendations shall proceed to Council for final decision on 12 October 2022.

## **9 COMMUNITY GOVERNANCE REVIEW - FINAL RECOMMENDATIONS FOR HURSTPIERPOINT & SAYERS COMMON PARISH COUNCIL.**

Terry Stanley, Business Unit Leader for Democratic Services introduced the report. He presented the findings of the second consultation specifically related to the earlier draft recommendations, and the resulting final recommendations for Hurstpierpoint and Sayers Common Parish Council. He drew Member's attention to the update sheet which considers the Sayers Common Village Society (SCVS) submission to the second consultation. In conclusion, officers recommend that the current governance arrangements should continue, and this authority will consider conducting a further CGR in 2029 to allow for the build out of permitted developments affecting Sayers Common and surrounding areas or earlier if developments are delivered earlier than would usually be expected.

A Member expressed concerns that this particular consultation had suffered as a result of the pandemic as subsequent delays. He thanked officers for the comprehensive breakdown of responses. He noted accuracy of the budgetary estimates and the impact on the Hurstpierpoint residual budget with no staff transfers required.

As there were no further questions, the Chairman took Members to the vote as set out in the recommendations, these were agreed unanimously with 14 in favour.

## **RESOLVED**

The Scrutiny Committee for Community, Leisure and Parking:

- (i) Noted the findings of the second public consultation.
- (ii) Provided advice upon, and further to that advice, accepted the principal electoral authority's final recommendations for Hurstpierpoint & Sayers Common Parish Council.
- (iii) Noted that in the light of the consultation responses received through each stage of the Community Governance Review, the final recommendations shall proceed to Council for final decision on 12 October 2022.

## **10 COMMUNITY GOVERNANCE REVIEW - FINAL RECOMMENDATIONS FOR WORTH PARISH COUNCIL (WPC).**

Terry Stanley, Business Unit Leader for Democratic Services, introduced the report. He presented the findings of the second consultation specifically related to the earlier draft recommendations, and the resulting final recommendations for Worth Parish Council. He concluded the current governance arrangements should continue comprising of two wards, Crawley Down and Copthorne and this authority consider conducting a fresh CGR in 2025 or 2029 dependent upon the build out of permitted developments affecting Copthorne West and surrounding areas.

Members discussed in detail the response rate from residents who petitioned for Crawley Down to leave Worth Parish Council and form a separate Crawley Down Village Council with a much higher response rate compared to other CGR's in the area. In response to a Members concerns that residents would be disappointed with the outcome of the Committee, the Business Unit Leader for Democratic Services advised residents consider the final recommendations report and public / stakeholder responses in full. He reminded the Committee that one of the main concerns as a result of the public consultation was the issue of cost to form a separate Village Council, however, there is scope for resident to consider setting up a Community Forum following the decision on the final recommendations. It was further noted that even with these additional costs some residents in Crawley Down did want to proceed with a Crawley Down Parish Council but the view from Copthorne was that existing arrangements should continue.

Members thanked officers for their hard work in producing such a comprehensive report.

As there were no further questions the Chairman took Members to the vote as set out in the recommendations. These were agreed with 9 in favour, 3 against and 2 abstentions.

### **RESOLVED**

The Scrutiny Committee for Community, Leisure and Parking:

- (i) Noted the findings of the second public consultation.
- (ii) Provided advice upon, and further to that advice, accepted the principal electoral authority's final recommendations for Worth Parish Council.
- (iii) Noted that in the light of the consultation responses received through each stage of the Community Governance Review, the final recommendations shall proceed to Council for final decision on 12 October 2022.



**11 SCRUTINY COMMITTEE FOR COMMUNITY, LEISURE AND PARKING WORK PROGRAMME 2022/23.**

Tom Clark, Head of Regulatory Services, introduced the report which set out the schedule of business for the coming year. He noted the additional meeting on 16<sup>th</sup> November 2022 and associated items and highlighted to Members the Equality and Diversity Scheme Progress Report originally listed for the March 2023 meeting had moved Portfolios and would be presented at the Scrutiny Committee for Leader, Deputy Leader and Housing and Customer Service instead.

The Chairman noted that no Member wished to speak so moved the vote to note the report which agreed unanimously.

**RESOLVED**

The Scrutiny Committee for Community, Leisure and Parking noted the Committee's Work Programme for 2022/23.

**12 QUESTIONS PURSUANT TO COUNCIL PROCEDURE RULE 10.2 DUE NOTICE OF WHICH HAS BEEN GIVEN.**

None.

The meeting finished at 8.11 pm

Chairman

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## MID SUSSEX WELLBEING ANNUAL REPORT

REPORT OF: DEPUTY CHIEF EXECUTIVE  
Contact Officer: Paul Turner, Community Services Manager  
Email: [Paul.Turner@midsussex.gov.uk](mailto:Paul.Turner@midsussex.gov.uk) Tel: 01444 477060  
Wards Affected: ALL  
Key Decision: No  
Report to: Scrutiny Committee for Leader, Deputy Leader and Housing and  
Customer Service  
14th November 2022

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### Purpose of Report

1. This is the annual report on the work of the Mid Sussex Wellbeing Service. The report seeks to provide Members with information on the activities and achievements of the Wellbeing Service in 2021/22 including the programme for the year ahead.

### Summary

2. Since 2011/12 the District Council has been commissioned by Public Health, West Sussex County Council (WSSCC) to provide a Wellbeing Service with the aim of preventing ill health through the promotion of healthy lifestyles. This is provided through a Wellbeing Hub, which provides signposting, advice, and a range of locally commissioned services. To deliver these services Mid Sussex District Council and its neighbouring authorities in West Sussex, have agreed several, continuous, three-year contracts since 2011. In April 2021 WSSCC agreed to award a new 5-year contract for the Wellbeing Service. The new partnership agreement between WSSCC and the District and Borough Councils in West Sussex is now in place until the 31st of March 2027.

### Recommendations

3. **The Scrutiny Committee is recommended to:**
  - (i) **Note the performance of the Wellbeing Service in 2021/22**
  - (ii) **Consider and endorse the proposed approach for the continued delivery of the Wellbeing Service for 2022/23**

## Background

4. Since April 2013 responsibility for Public Health has transferred from the NHS (NHS West Sussex) to upper tier local authorities (West Sussex County Council). In West Sussex the County Council has commissioned the District and Borough Councils across the County to provide Prevention and Wellbeing Services on their behalf. The District and Borough Councils work to a standard specification, provided by WSCC, which includes the delivery of a Wellbeing Hub and additional commissioned services to meet local need. This standard specification ensures that the Wellbeing Services across the County are aligned with the healthy lifestyles aim in the WSCC Public Health Plan. It should be noted that WSCC have not set specific targets for the number of people engaging with the service for each of the District and Borough Councils to meet. This ensures that Prevention and Wellbeing services are provided at a local level responding to the needs of the local population.
5. Since 2011/12 Mid Sussex District Council has been commissioned by West Sussex Primary Care Trust (now West Sussex Public Health), to provide a Prevention and Wellbeing Programme (known locally as the Mid Sussex Wellbeing Service). Most of the service is funded by Public Health with contributions for staff on-costs provided by MSDC.
6. WSCC have agreed to commission the service from the Council until 31<sup>st</sup> March 2027. The agreement does, however, include break clauses with a notice period of six months at any time, or three months before the start of each new financial year of the contract (January).

## Mid Sussex Wellbeing Hub

7. The Mid Sussex Wellbeing Hub is a “one-stop-shop” for Health and Wellbeing services for adults. It provides signposting, guidance, and advice to residents and those working in the district. Furthermore, it is a source of information for people who refer into Health and Wellbeing services as part of their work, be that in a paid or voluntary capacity. All the members of the Wellbeing team are highly qualified; they work one to one with clients to provide non-clinical advice and use Motivational Interviewing techniques to support people with complex health and wellbeing issues to make long term lifestyle changes.
8. The Wellbeing team works closely with other Council Services, including but not limited to Community Services, Partnerships, Customer Services, Communications, Revenue and Benefits and Human Resources; the Service also provides support for the Wellbeing needs of MSDC staff and elected members.
9. Over a period (normally 3 or 4 sessions for 2-3 months) the advisors support people to find their own solutions to identified issues and to put personalised plans into action. The impact of the service is captured through monthly evaluation and case studies. *(Examples of feedback from the service is included in the Appendices)*
10. The Wellbeing Hub has an administrative base at the Council’s Oaklands offices which can be accessed by telephone, email, social media or through a dedicated website. The Wellbeing advisors provide weekly outreach services in Haywards Heath at the District Council offices, Burgess Hill Town Council Help Point and East Grinstead library. The Wellbeing team also attend community events to ensure that the service is promoted and accessible to people living throughout the District.

11. The Wellbeing team's activities are focused on those areas in Mid Sussex that will deliver the greatest benefit, considering other health related services that are available in the district. For example, the current business plan includes provision of an alcohol prevention project (tier 2 intervention) and works in partnership with other providers such as Change Grow Live (tier 3) which delivers a health, wellbeing and recovery service for people who use alcohol and other drugs in West Sussex. This approach not only adds value to the tier 3 service by providing more appropriate referrals, but it also provides service support for clients who do not qualify for the tier 3 service. Deaths caused by alcohol hit a new high during the first nine months of 2020. Health figures for England and Wales show that in 2020, 8,974 deaths were registered with this cause - an increase of 18.6% when compared with 2019. This is the highest year – on - year increase since records began in 2001. The Office for National Statistics figures show a peak of 14.0 deaths per 100,000 people across 2020. As in past years, rates of male alcohol-specific deaths were twice those seen for women.
12. In 2021/22 the service received 1836 referrals, which is a 40% increase from the previous year and 18% (336) above the predicted volume. To date the services continues to receive an increase in professional referrals from partner services and self-referral.
13. Performance of the Wellbeing Service is monitored quarterly by WSCC and is delivering consistently well against its key performance measures. Public Health have been delighted with the return to in person delivery and the overall service performance.

## **Key Achievements in 2021/22**

### Service Recovery

14. Following the COVID National Roadmap and Public Health guidance, from July 14<sup>th</sup>, 2021, the Wellbeing service restarted the option for residents to book a face 2 face intervention, this included signing up to a group intervention or in person appointment within the community or workplace. To successfully achieve this within quarter one the service reviewed all its procedures including venue risk assessments to make sure all necessary precautions were in place to protect staff and the public. This included the service booking large enough rooms to cater for groups session which allowed for social distancing, supplying COVID PPE kits which were given to all instructors, included hand sanitiser, disinfectant wipes, face masks for both staff and attendees to use. The tutor also kept a register of the COVID 19 infection app.
15. Since relaunching the option of in person support it was interesting to see that 79% of referrals who enrolled and attended a healthy weight group booked an in-person option over 18% choosing the virtual group. Reasons collected from attendees wanting face to face provision included sentiments of wanting to reconnect with people again and reduce social isolation. Feedback from the delivery of these first groups was extremely positive and high percentage of people achieved weight loss and created new behaviour changes. Clients wishing to engage virtually or by the telephone were also catered for and sighted reasons around safety, convenience, transport and arranging time around work and home life.
16. Service volumes returned to pre-pandemic levels with 53% (986) from GP or Health Professional referrals. This is an increase of 706 more referrals in comparison to 2020/21. The services also saw a 37% (276) increase in self-referrals. This increase is due successful engagement of workplaces and the ongoing development of the service's annual communication plan which includes, local publications, social media platforms, stakeholder network meetings and supporting community events.

## Workplace Health

17. This programme is recognised by Public Health as a key vehicle through which to engage with younger, working age, adults who are best placed to avoid developing long term conditions by adjusting lifestyle and behaviours. Traditional interventions are delivered face to face and so transitioning to a virtual service, in a matter of months, has been challenging, but has ultimately been successful.
18. Through the pandemic, the wellbeing service has supported colleagues in Revenue and Benefits identifying and contacting businesses yet to claim government support in response to COVID-19. The service also continued to promote its wellbeing offer to all the local Business Associations across Mid Sussex.
19. One of the more reported impacts of the pandemic, on working age adults, has been loneliness. Loneliness is experienced across all ages and traditionally in Mid Sussex there has been a focus on these issues for older people. As well as being an undesirable experience, chronic loneliness increases risk of mental and physical ill-health, premature mortality, increased health care use and societal costs.
20. The recent government report – [Employment and Loneliness 2021](#), evidences the benefits, for both employers and employees, of addressing loneliness and supporting social connections as part of workplace wellbeing. According to the report, the cost of loneliness to UK employers has been estimated to be £2.5 billion every year. These costs are primarily due to increased staff turnover (64%, £1.62 billion) as well as lower levels of wellbeing and productivity (26%, £665 million), the impact of caring responsibilities (9%, £220 million) and ill health and associated sickness absence (1%, £20 million).
21. In 2021/22, 517 employees engaged with the Mid Sussex workplace health service, with a total of 72 community or workplace health talks being delivered to 25 different workplaces. The service has received excellent feedback from local businesses which enhances the Council's reputation and commitment to supporting business throughout the pandemic.

## Weight Management

22. This service targets adults with a BMI of 25 or over in line with Department of Health guidance (DoH, Developing a specification for lifestyle weight management services, Best practice guidance for tier 2 services) The project takes a multi-component approach as recommended by the NICE guidance ([Managing Overweight and Obesity in adults – lifestyle weight management services 2014](#)). A key success from this service area was relaunching the 12 weeks in person groups in the community alongside the 8-week virtual offer, to support residents with weight loss and lifestyle changes.
23. The Hub delivered 11 groups, seven of these were in person. The in-person groups were 2 hours in duration. Each session has a different learning focus followed by an exercise class. The groups were well received with 100% of attendee's providing positive feedback on the programme along with 100% increasing their physical activity levels and 62% losing 3% of their body weight over the duration of the course which is just over NICE guidance recommendations.
24. It was significant to see that 100% self-reported responses improved wellbeing scores pre and post the intervention. This showcases the added value of attending these groups in person where new friendships formed, shared leaning thrived, and confidence increased.

25. Mid Sussex Wellbeing in partnership with WSCC Public Health secured additional funding to deliver three males only groups. Statistical trends revealed a low uptake from men on weight management courses and so a tailored approach was required.
26. With a reviewed marketing and session delivery approach the services successfully enrolled 23 men. In total 19 lost at minimum 1% of their body weight or more and 71% sustained weight loss 3 months post intervention. Due to the success of this project the men only programme will now be a part of our normal service offer moving into 2022/23.

#### Smoking Cessation, Alcohol and NHS Health Checks

27. Tobacco use is one of the biggest causes of inequality in mortality and ill health between the richest and poorest in society. In West Sussex the picture is the same as that seen nationally. Low income and deprivation are associated with smoking. Therefore, those living in deprived areas, routine and manual workers, people with mental health conditions, groups that identify as LGBT and those aged under 25 are key groups requiring the support of stop smoking services. Alcohol is the substance most widely, and problematically, used in West Sussex and preventing alcohol-related harm is a Public Health priority. It is estimated that approximately 24% of adults are drinking above the lower risk limits with 7,000 adults with an alcohol dependency.
28. The NHS Health Check programme helps to underpin the NHS Long Term Plan commitments to prevent 150,000 heart attacks, strokes, and cases of dementia, and to double to the NHS Diabetes Prevention Programme. Through early identification and management of risk factors and early detection of disease the NHS Health Check will help achieve the ambitions set out in '[A call to action to reduce premature mortality and the Cardio-vascular disease outcome strategy](#)'. Together diabetes, heart disease (CHD), chronic kidney disease (CKD) and stroke make up a third of the difference in life expectancy between the most deprived areas and the rest of the country. Additionally, the cost of social and health care from the rise in levels of obesity, type 2 diabetes and dementia makes the prevention and risk reduction of these conditions' key drivers. Approximately 25% of deaths of West Sussex residents registered in the period 2017 were due to circulatory diseases; among the under 75s the percentage was 20%.
29. In 2020 Public Health WSCC approved additional funding to the Wellbeing services across West Sussex to provide three new services - Health Checks, Stop Smoking and Alcohol interventions. Using the standard funding Public Health allocation formula, Mid Sussex has been given additional funding to provide these specific work streams. Service interventions are currently being delivered in person and virtually for Smoking, Alcohol support and Health Checks.
30. Smoking and alcohol services provide longer intensive interventions (usually up to 3 months). In 2021/22 a total of 69 clients engaged with the intensive smoking service with 44 setting successful quit dates. The service has now also agreed a new referral pathway in partnership with the Princess Royal Hospital, Haywards Heath, which will deliver direct referrals from the hospital team. 2021/22 also saw 60 clients referred into the Mid Sussex alcohol support service with the vast majority successfully reducing their consumption or being signposted to further clinical support. Staff training has now been completed for the delivery of the NHS Health Check programme and venues have been secured to deliver the checks.

31. Public Health WSCC are very pleased with the progress Mid Sussex have made in delivering these new, complex services, especially given the challenging nature of the interventions, available resources to meet demand and the additional complication of the Covid19 Pandemic.

### **Commissioned and Hub Services**

32. After the Wellbeing Team have worked with an individual to the point of 'readiness to change', the next steps are to signpost or refer, to a service which can provide ongoing additional support. Mid Sussex Wellbeing provides and commissions the following services:

- Weight off Workshops - An adult Weight Management scheme for people who are overweight or obese. (provided by the Wellbeing hub)
- Wellbeing Coaches - to support people with low self-esteem, anxiety, or caring responsibilities to access Health and Wellbeing Services. (provided by XYLA Health)
- Wellbalanced Falls Prevention Programme - An older people's physical activity programme, promoting strength and balance. (provided by Places Leisure and Active House Solutions)
- Workplace Health – Promoting and providing Health and Wellbeing Services in the workplace. (provided by the Wellbeing hub)
- GP Outreach Service - Tailored approach of Health Social Prescribing via regular Outreach in local GP Practices. (provided by the Wellbeing Hub and Moatfield Practice)
- Alcohol reduction - To provide Extended Interventions to adults (18+) who are drinking at Increasing risk and higher risk levels, in-order-to prevent alcohol-related harm and possible future dependence on alcohol. (provided by the Wellbeing hub)
- Smoking Cessation -The aim of the Service is to address inequalities and reduce premature deaths and ill-health from smoking related disease as recognised in the Long-Term Plan, through the provision of free stop smoking interventions that will treat tobacco dependency. (provided by the Wellbeing hub)
- Health Checks - The NHS Health Check assessment will consist of a face to face 30-minute consultation with the client covering the standardised tests, measurements and data set as defined in the NHS Health Check Best Practice Guidance 2017. This is a targeted service with limited capacity. (provided by the Wellbeing hub)

### **Future Commissioning**

33. In April 2021 WSCC agreed to award a new 5-year contract for the Wellbeing Service. The new partnership agreement between WSCC and the District and Borough Councils in West Sussex is now in place until the 31st of March 2027.
34. The total provisional budget for 2022/23 for the West Sussex Wellbeing programme remains at £1,836m. Mid Sussex annual allocation remains at £346,625.



35. Each Wellbeing Hub works with WSCC Public Health to develop an annual business plan. The individual Hubs set out their proposals for the forthcoming year, based on their indicative funding and the needs of the local area, using best available data from Public Health England (PHE) profiles and the Joint Strategic Needs Assessment (JSNA). The process is collaborative, with Public Health specialist input to ensure programmes are appropriate, follow best evidence, use validated tools (where available), have appropriate targets and measures, and can be robustly evaluated.
36. Funding confirmation has allowed the service to adapt business as usual for 2022/23. The work programme remains largely similar to last year, albeit with a slightly altered delivery model. The following is a summary of the changes and future plans:
- The Wellbeing team have been setup to work from the council offices, in the community, or remotely from home, offering face to face and telephone-based support for the Wellbeing service as required.
  - All services will be operational on both virtual and face to face delivery models, except for health checks. This will include online modules, group workshops and one to one support. The service has been able to deliver face to face in the community again since August 2021, but will maintain the option of virtual delivery, should there be change in Government guidance, or where this is the preferred option for the client.
  - The service is now required, under procurement law, to reprocure the Wellbeing Coaches Service and Falls Prevention Service. This process will be completed in 2022/23.

### **Evaluation**

37. There is a rigorous performance management process in place for all the commissioned projects. The performance measures used are aligned with the Public Health indicators detailed in the Public Health Outcomes Framework for England. The Wellbeing Service is monitored by West Sussex Public Health on a quarterly basis.

### **Policy Context**

38. The Wellbeing Service contributes to the 'strong and resilient communities' corporate objective through the promotion of Healthy Lifestyles and the "effective services" corporate priority. The Wellbeing Service works closely with other departments of the Council addressing wider Public Health issues such as Environmental Health, Leisure Services, Customer Contact Team, and Housing Services.

## Other Options Considered

39. There is no statutory obligation for the Council to provide a Wellbeing Service. However, all Districts and Boroughs in West Sussex have agreed to provide this Service in partnership with WSCC. If the Council decided not to continue to provide the Service, in the future, it would leave a gap in service provision in the Mid Sussex area and the Council would lose both the opportunity and funding to provide locally tailored Public Health Services. Not providing the service would lead to an increased pressure on local GP practices and other primary care settings, for example falls prevention services reduce demand on bones and balanced teams in local hospitals. On a wider scale most primary care services are dealing with increased demand because of unmanaged lifestyle issues, leading to complications such as diabetes, which can further complicate other Long-Term Conditions (LTC). Public Health research (June 2020) has also suggested that lifestyle issues and LTC's increase Covid-19 mortality rates in all ages.
40. In 2019 the European Association for the Study of Diabetes reported on data from the NHS Digital Hospital Episode Statistics in England and the National Diabetes Audit (2017–2018). It revealed that, of total hospital costs of £36 billion in 2017–2018, the NHS in England spent around £5.5 billion on hospital care for people with diabetes. Of that sum, an estimated £3 billion (8%) was excess expenditure on diabetes (after accounting for age) - almost 10% of the NHS hospital budget. This is mainly because treatment of the complications of diabetes, such as amputation, blindness, kidney failure and stroke, all carry significant financial costs. The cost pressure that diabetes puts on the NHS is projected to get worse. Acting early to prevent or delay diabetes developing, by providing prevention services, such as health checks, lifestyle, weight management and pre-diabetes courses, both limits their impact on the person's life and saves the NHS money.

## Financial Implications

41. There are no specific financial implications for the Council arising from this report. The total provisional budget for 2022/23 for the West Sussex Wellbeing programme remains at £1,836m. Mid Sussex annual allocation remains at £346,625. There is no requirement for additional Council funding as the cost of the Wellbeing Service, including core staffing costs and the commissioned projects, is covered by the funding provided by WSCC.
42. Staff on costs for this service come from within the existing revenue budget of the Community Services directorate and for 2022/23 budget total £89,081 for ten staff posts.
43. In the unlikely event of WSCC deciding to serve notice on the current partnership agreement (2021-27) which funds the Wellbeing service, the Council could incur redundancy costs if it was unable to redeploy the staff delivering this service.
44. The Commissioned Projects are contracted on a two-year term basis with an option of a third year, they include a clause relating to the availability of funding.

## Risk Management Implications

45. A risk assessment has been undertaken as part of the Mid Sussex Wellbeing Service Business Plan 2022-23 and an updated risk log is a requirement of WSCC's quarterly monitoring process. It focuses on what could stop the programme, or key projects within the programme taking place and how can the risk be reduced. In normal circumstances the risk to the service is low to medium and despite the impacts of

Covid-19 the service remains in a strong position to deliver, except for health checks which must take place face to face.

### **Equality and Customer Service Implications**

46. An Equalities Impact Assessment has been undertaken for the service. The key finding of the assessment is that the target groups for the Wellbeing service are broadly aligned to those identified under the Equalities Act, and as such its impact is overwhelmingly positive. The Wellbeing service is monitored on a quarterly basis.

### **Sustainability Implications**

47. The provision of the Wellbeing Service supports the council's community leadership role in the delivery of the objectives in the approved [Mid Sussex Sustainable Economic Strategy 2022-25](#) specifically Objective 4: Improve the economic and social wellbeing of our residents. The Sustainable Economy Strategy supports the UN [sustainable development goals](#) (SDGs) and specifically, this service contributes towards SDG 3: Good Health and Wellbeing and SDG 10: Reduced Inequalities.
48. This contribution is achieved through the improvement of people's health; by strengthening the local public health system and specifically to reduce health inequalities through the delivery of programmes of work to promote healthy behaviours, including on tobacco, alcohol, mental health, and physical activity. The programmes ensure that they are consistent with the local delivery of the prevention objectives in the NHS Long Term Plan.

### **Background Papers**

- [Endorsement of Future arrangements for District and Borough Wellbeing Hub Services](#)
- [WSCC Public Health Plan](#)
- [Improving Outcomes and Supporting Transparency; Part 1 A Public Health Outcomes Framework for England.](#)
- [NHS Long-Term Plan](#)
- [The Kings Fund and LGA 'Making the Case for public health interventions](#)
- [Raising the Bar on Strength and Balance](#)
- [Towards a healthy weight - How local councils are supporting adults to lose weight](#)
- [Government Guidance report Department for Digital, Culture, Media & Sport – Employment and Loneliness 2021](#)
- [Mid Sussex Wellbeing Equalities Impact Assessment](#)
- [UK sustainable development goals](#)
- [Mid Sussex Sustainable Economic Strategy 2022-25](#)
- [A call to action to reduce premature mortality and the Cardio-vascular disease outcome strategy](#)

## Appendix 1

1. Wellbeing Hub targets
2. Specific Wellbeing Services

### 1. Wellbeing Hub

**Core 121 service** - Individuals either self-refer or are referred to the wellbeing hub by a health professional or through a partner organisation. A member of the wellbeing hub will determine their needs via a consultation which will take place at an outreach location or by telephone. Once the needs of the client have been determined the service can then offer more support within its capabilities or refer into local support services. A client can expect up to a maximum of four 1-2-1 sessions with a wellbeing advisor on an issue in a three to four-month period. The service will also assist with community signposting or registration on to wellbeing service programmes. Wellbeing advisors provide timetabled outreach services in key locations such as WSCC help points, Mid Sussex District Council, children and family centres, leisure centres, and at community events. The wellbeing advisors are trained in brief interventions, behavioural change, and motivational interviewing

#### **Hub Service Volumes**

Predicted annual target	1500
Actual target achieved	1836

**GP Practice engagement:** 986 referrals came directly or indirectly through GP/Social Prescribers/Care Coordinators and Health Professionals (physios, other Hospital Wards). This is back to pre-pandemic volumes. Referral rates remained strong throughout the year, this is due to regular communication schedule with all 17 Practices across the Mid Sussex District and attending Surgery or Primary Care Network meetings to share service information.

**Communication plan 2021/22:** Self-referrals are up by 277 (35%) when compared with 2020/21. Total number of recorded self-referrals is 806. This work is supported through our annual communication plan which highlights publications, social media activity, network meetings and community events delivered or attended.

### 2. Specific Wellbeing Services

**Tier 2 weight management for adults, WOW (Weight Off Workshops)** – This service targets adults with a BMI of 25 or over in line with Department of Health guidance (DoH, Developing a specification for lifestyle weight management services, Best practice guidance for tier 2 services) The project takes a multi-component approach as recommended by the NICE guidance ([Managing Overweight and Obesity in adults – lifestyle weight management services 2014](#)). The work is consistent with our health talks programme and works with the NHS tier 3 weight management service that caters for those with a higher BMI and multiple comorbidities. The Mid Sussex programme is delivered both face to face and virtually. Community locations include GP surgeries, leisure centres and other community venues across Mid Sussex. This is an in-house project with funding from the wraparound and hub budget being allocated to cover the staffing, management, and delivery of the service.

**Wellbeing coaches** – This service has been running since September 2013. It has been recognised that some of our most vulnerable clients face the greatest challenges in both accessing services and sustaining behavioural change. Examples of potential clients include those with social anxiety or those managing mental health conditions, carers, clients with learning difficulties or clients in deprived areas with limited access to support and services. Wellbeing coaches provide 1-2-1 support to clients for a maximum of six sessions. They assess the client's needs, motivations and barriers and use these to develop a goal orientated action plan to adopt positive behaviour change, to include a planned and supported exit route for the individual to the most appropriate activity or project. This is an externally commissioned project delivered by XYLA. The service now has a fully functional virtual programme in addition to face-to-face support.

**Workplace health** – In 2021-22 the project developed virtual MOT service and health talks on nutrition, mindfulness & rest, and physical activity. Community talks (such as reducing stress and anxiety or sleeping improvement) will also be available as standalone interventions. The wellbeing services engages with businesses across the district. This is an in-house project with funding from the wraparound and hub budget being allocated to cover the staffing, management, and delivery of the service. The service now has a fully functional virtual programme in addition to face-to-face support

**Strength and balance for falls prevention (Wellbalanced)** -The programme was designed in 2015 to develop and deliver an intermediate level falls prevention programme, which was not currently provided within the existing falls pathway. The programme is aimed at people who have not yet fallen or have fallen once in the last 12 months and have some degree of risk of falling again. The NICE guideline on the assessment and prevention of falls in older people is clear that strength and balance training is a key component of successful multifactorial intervention programmes. The programme provides a 24-week programme for people in community locations across Mid Sussex. The programme is officially recognised in the CCG referral pathway for falls via the One Call referral system. Falls Prevention have had a reduction in referrals from Health Professionals but are now receiving professional and self-referrals for its virtual programme This is an externally commissioned project delivered by Active House Solutions and Places for People Leisure. The service now has a fully functional virtual programme in addition to face-to-face support.

**GP Practice Partnership** – The project has completed its third year and has proved successful in terms of referrals and community signposting outcomes. The projects currently work with all Practices across Mid Sussex with two key practices in target areas of deprivation and those residents at risk of poor health. Outcome measures include improved lifestyle goals, such as improved physical activity, weight management, wellbeing, lifestyle factors and successful signposting to community services. This intervention falls under social prescribing (signposting for support under the wider determinants of health) and advisors offer this as part of a service intervention. This is an in-house project with funding from the hub budget and Moatfield GP Practice being allocated to cover the staffing, management.

**Smoking Cessation** - The aim of the Service is to address inequalities and reduce premature deaths and ill-health from smoking related disease as recognised in the Long-Term Plan, through the provision of stop smoking interventions that will treat tobacco dependency. The service now has a fully functional virtual programme in addition to face-to-face support.

**Health Checks** - The aim of the Service is to address inequalities and reduce premature deaths and ill health from heart attacks, strokes, dementia, and diabetes. This service is delivered face to face only to deliver the intervention.

**Alcohol Prevention** - The aim of this service is to provide early interventions (Extended Brief Interventions) to adults (18+) who are drinking at Increasing Risk and Higher Risk levels, in-order-to prevent alcohol-related harm and possible future dependence on alcohol. The service now has a fully functional virtual programme in addition to face-to-face support.

## **Appendix 2**

### **Mid Sussex Wellbeing Service Feedback and Case Studies**

3. Comments about the Wellbeing Advisor Service
4. Comments about the Weight Management Service
5. Comments from Workplace Health
6. Comments from Wellbeing Coaches
7. Comments from Wellbalanced – Falls Prevention
8. Comments from GP Pilot
9. X3 Infographic Case Studies

### **3.Mid Sussex Wellbeing Service Feedback**

#### **Comments about the Wellbeing Advisor Service**

**A)** “I’m very glad to report that it is all still going well, and I’m maintaining my drink free lifestyle, which is amazing, Thank you so much for checking up on me and I will continue directing people to your service, you do a great job, take care, and I will be in contact if I need you, many thanks.”

**B)** “I felt quite overwhelmed by everything before my appointment, as I was struggling with my emotional and physical wellbeing and needing support with housing and financial advice, but since my appointment I am managing things better and found just talking things through and knowing there is help out there has allowed me to feel more positive about the future”.

#### **4.Comments about the Weight Management Service**

**A)** During the course I learnt about the importance of portion sizes, and this helped me to think about how much I was eating. I reduced my portion sizes – especially rice as this is a staple food in my diet. The information on calories, sugars and fats really helped me to think about my choices in snacks. I now avoid sugary snacks and consciously try to pick fruit instead of chocolates and crisps

**B)** My mind-set is different now and I think more about what I am eating, throughout the day, since the beginning of the course I have lost 4 stone. It was a well-presented course with lots of insight into food management, the tutor was really good at explaining everything and I learnt lots of helpful tools.

#### **5.Comments from Workplace Health Talks**

**A)** “I enjoyed the exercises particularly the stretches as I work at a computer all day. Also, good to receive knowledge”

**B)** “Easy to listen too, good use of understandable language. Made me feel confident to make a change”

**C)** “It got me to think about stress in a different way. I had never heard of the stress bucket or that building your resilience is the best way to manage stress.”

**D)** “I liked that we were actually talking about the menopause. “

**E)** “I have attended most of the wellbeing talks now and I've really enjoyed them and found them helpful. Stress can take over if you let it.”

### **6. Comments from Wellbeing Coaches**

**A)** “I didn’t understand why I couldn’t seem to get myself going and use the gym – I went a few times but then I got out of the routine. I’m always busy but the diabetes diagnosis shows that’s not enough. I needed some accountability, so having the Wellbeing Coach to contact kept me on track!”

**B)** “I feel a lot more confident, and now able to spend more time with my son in the evenings- while also getting more active. I feel as though I can now commit to this new healthier lifestyle, which is something I couldn’t say for previous diets. It’s been nice to realise that small changes can make a huge difference- you don’t have to spend a lot of money on equipment and gyms”

### **7. Comments from Wellbalanced – Falls Prevention**

**A)** “I have now done my 24 weeks and it has been very good and I learnt a lot from your presenters. They are to be commended for their patience and humour with the "oldies".”

**B)** I started the programme because I lacked confidence after my recent fall. The classes have helped me regain my confidence and I now feel ready to attend other community classes that are now a little more challenging. The classes were a tremendous help and I feel they have made such a difference”.

### **8. Comments from GP Outreach**

**A)** I’m not alone in championing the Wellbeing sessions here at the Practice as the GP’s are thrilled to have this Service. For a patient to discuss lifestyle or personal issues in 45 minutes is a wonderful opportunity for them to open and for you guys to unpick the problem and advise or signpost. G. P’s only have 10-minute slots with patients. I know that GP’s have advised patients to see you regarding lifestyle changes as it will be in their notes.

**B)** I have been diagnosed with high cholesterol, which was a bit of a shock. I wasn’t sure what I needed to do to help this, as I thought my diet was quite healthy. I now realise that some of the foods I regularly eat, such as hard cheese and crisps, are high in saturated fat and may be a contributory factor. I have reviewed my snacks and increased my vegetable and fruit intake.

Also, I didn’t realise that activity could have a positive effect on cholesterol; I plan to increase my level of walking, as my job is sedentary.

## 9. Infographic Case Studies

# HELPING TARGETED GROUPS TO STOP SMOKING: *ONE CLIENT'S JOURNEY (IMD & SMI)*

1

### Client presented with:

- Smoking cigarettes 20-30 per day
- Weekly cannabis to help with low moods
- Temporary accommodation
- Unemployed
- Mental Health issues
- Working with CGL for alcohol

Could no longer afford to smoke. Was buying cigarettes instead of food. Could not tackle alcohol completely if smoking and vice versa. Wanted help and motivated to quit

*mid sussex wellbeing*

2

### Help provided:

- 12 weekly phone calls discussing habits
- NRT patches sent in the post
- Onward referral to Crawley Wellbeing for Vape Project

3

### Difficulties:

Serious mental health issues: Advisor required to contact GP out of immediate concern for wellbeing

Client had additional stress and environments which encouraged smoking.

Long term issue: could not be sent free NRT forever. What next after our support?

4

### Positives:

- Reduced to 2 roll ups per day
- No longer using cannabis
- Saving > £13 per day and able to afford food
- Smoking enjoyment reduced = motivation to quit for health increased

**"This is the first time I have eaten properly in 3 months"**

5

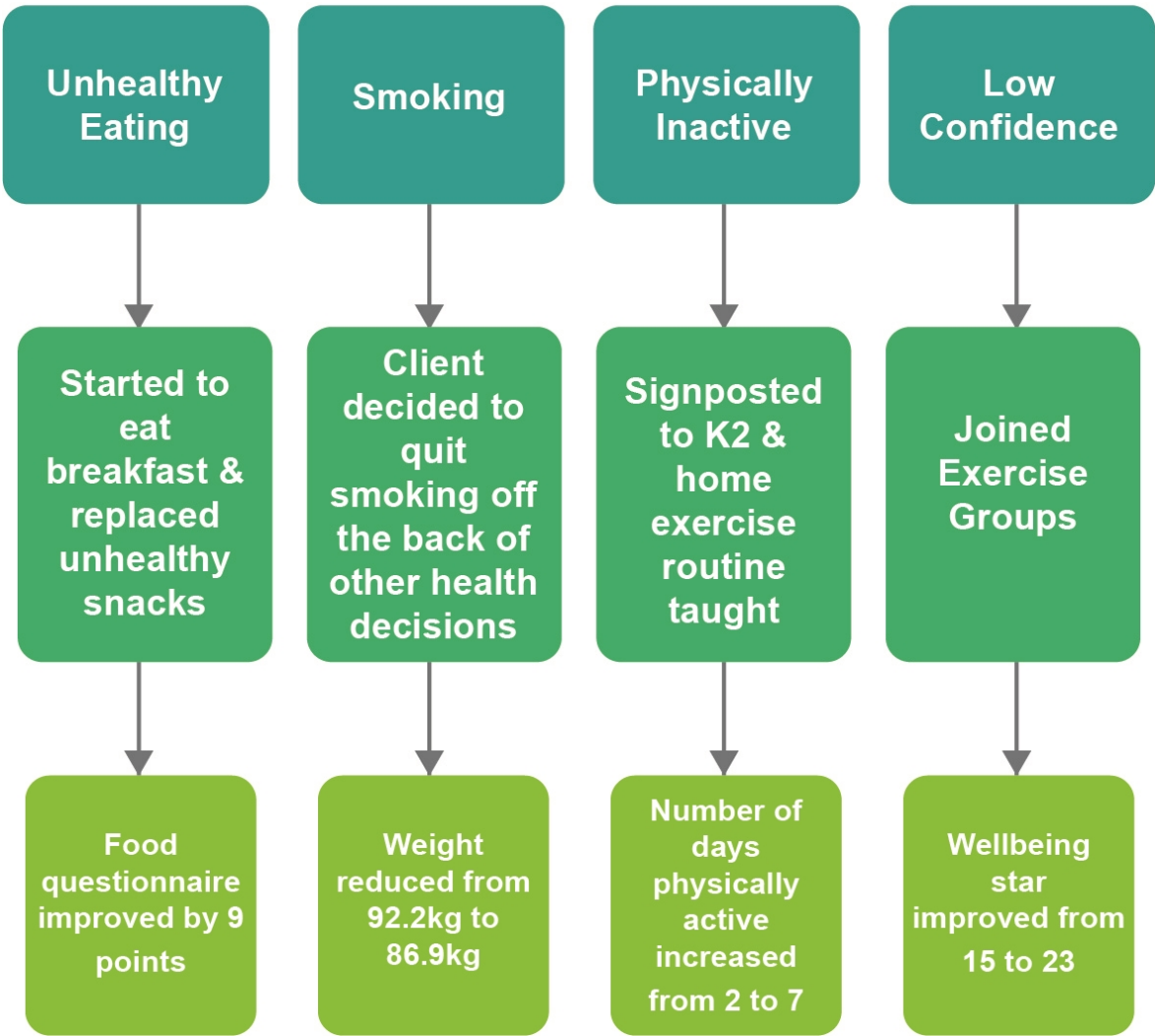
### Learning points:

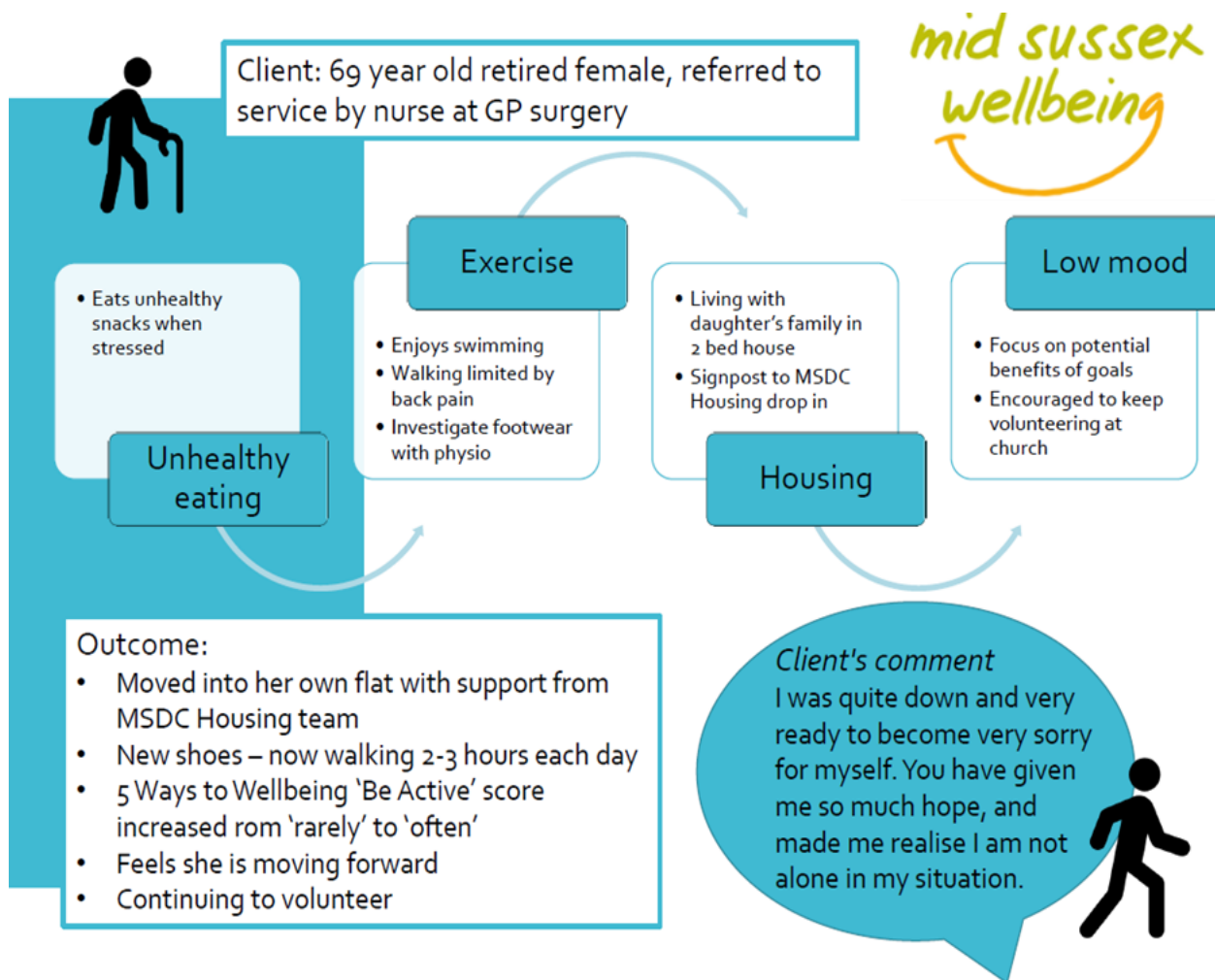
1. Positive outcomes are likely to be different for these clients
2. Reasons to quit may not be a choice, but a need
3. It is important to ensure solutions can be long-term after our support: E-cigarettes might be better than NRT due to accessibility & price



# Health Outcomes

## Wellbeing Coach





## LEISURE CONTRACT UPDATE

REPORT OF: Assistant Director for Commercial Services & Contracts  
Contact Officer: Robert Anderton  
Email: [robert.anderton@midsussex.gov.uk](mailto:robert.anderton@midsussex.gov.uk) Tel: 01444 477374  
Wards Affected: All  
Key Decision: No  
Report to: Scrutiny Committee for Communities, Leisure & Parking  
Date of meeting 16 November 2022

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### Purpose of Report

1. This paper provides an update on the Council's Leisure Management Contract with Places Leisure (PL). Specifically, it presents a summary of the latest position in:
  - (a) Open book reconciliation for the financial year 2021/22
  - (b) Open Book reconciliation for year-to-date 2022/23
  - (c) The impact of rising energy costs
  - (d) Decarbonisation of the leisure centres
  - (e) A forward look to 2023/24 and beyond
  - (f) Next steps

### Recommendations

2. **The Committee are recommended to note the contents of the report.**
- 

### Background

3. The Council's contract with Places Leisure (PL) commenced in July 2014. It is a 15-year concession contract with an option to extend for a further 5 years (until 2034).
4. Before the Coronavirus pandemic, PL was required to pay an annual management fee to the Council of £1.4m in return for running the Council's leisure centres.
5. The pandemic and the restrictive regulations made under the Coronavirus Act 2020 meant the Council had to work with PL to assist in delivering the Leisure Management contract so far as that was possible during the pandemic.
6. This saw the Council assume the operational and financial risk of managing the leisure centres, through the provision of financial support and the waiving of the contractual management fee.
7. The majority of the provisions under the Coronavirus Act 2020 (including those relevant here) expired on 24th March 2022.
8. However, the period since the pandemic has seen significant economic uncertainty. This has included escalating fuel and utility costs, and significant and ongoing cost of living pressures; all of which have a direct impact on the financial model of the leisure centre operation.
9. Officers continue to work closely with PL, colleagues from other local authorities, and the Council's expert advisors to secure the best possible outcome for the Council for the remaining contract term. This report provides a summary of the current position.

## Open Book Reconciliation- April 2021- March 2022

10. During the financial year 2021/22, the Council continued to take full responsibility for the financial and operational risk of the Leisure Contract under the “Qualifying Change in Law” clause. The open book reconciliation exercise for this period has now concluded and the final position is summarised in the table below:

F/Y 2021/22

Period	Forecast	Actuals
April 21- Sept 21	-£934,029	-£540,839
October 21	£48,427	-£96,747
November 21	£23,302	-£121,382
December 21	-£52,427	-£215,895
January 22	£20,000	-£67,615
February 22	£53,000	-£30,316
March 22	£53,000	-£171,357
<b>Total</b>	<b>-£788,727</b>	<b>-£1,244,151</b>

11. As can be seen from the numbers above, the positive recovery trajectory seen up to September 2021 (which was showing an improvement against the forecast of over £400k) was significantly impacted in October, November, and December 2021, and again in March 2022; and although January and February saw a marked improvement, financial performance at year-end was still well below forecast.
12. Analysis of this trend shows that while income had steadily improved since April 2021 and reached approximately 77% of pre-Covid levels in February 2022 (in line with national trends), expenditure had increased rapidly since October. This was almost exclusively due to significantly increased energy costs, which, for the period November to March, averaged over £175k per month, compared with an average monthly figure of approximately £80k pre-Covid.

## Open Book Reconciliation- April-August 2022

13. It was agreed with PL at the beginning of the current financial year that we should plan for an ongoing improvement in performance through 2022/23, giving rise to a full-year surplus of approximately £600k. It was also agreed that the financial and operational risk for the contract would transfer back to PL from 1 April 2022.
14. The Council is therefore now in receipt of a reduced (but guaranteed) Management Fee of £600k, with an accompanying agreement securing the Council a share of any surplus above that threshold; while any under-achievement of this target (or any other unforeseen costs) are PL's to bear. This is a one-year-only arrangement, and a formal variation to the contract, reflecting this position, was prepared, agreed, and signed by both parties.
15. Places Leisure agreed to this approach based on detailed modelling, which envisaged the recovery trajectory seen during 2021/22 continuing, and costs being actively managed.
16. Whilst income has broadly delivered in line with projections (and is currently at around 85% of pre-Covid levels), over-all financial performance has been significantly impacted by the ongoing increased utilities costs. This has given rise to PL experiencing a shortfall against budget of over £250k for the first six months of the financial year.
17. As previously explained however, the financial and operational risk for the contract is now with PL, and this under-achievement of the target is theirs to bear.

## **Rising Energy Costs**

18. Energy costs are projected to remain significantly above historic rates for the foreseeable future. Leisure centres have high energy demands, especially those facilities with swimming pools; and energy costs are typically a leisure operator's second highest cost after staffing.
19. Places Leisure is actively working to identify and implement any practical measures they can take to reduce energy consumption in the centres and are ensuring they take advantage of the most competitive energy tariffs available.
20. PL will, between October 2022 and March 2023, receive the Government relief designed to support businesses with the increasing cost of energy. It is anticipated that this will cover the costs of approximately one third of PL's energy outgoings. At this moment, there is no indication that any support would be available in the 2023/24 FY.
21. The benefits of the energy saving mechanisms (outlined fully below) will likely be felt during the next financial year.

## **Energy Saving and Decarbonisation**

22. PL is implementing energy saving and decarbonisation initiatives on a 'spend to save' basis, with an initial focus on installing Photo Voltaic (PV) Panels on the roof of the Triangle and implementing a further roll-out of LED's across all three centres. These projects have been costed at approximately £260k and £80k respectively, and PL have identified the capital funding to take these projects forward this financial year on the basis that their projected 'pay-back' periods are seven and 10 years respectively.
23. Further decarbonisation projects are being actively explored as part of the longer-term investment plan for the centres.

## **Management Fee- 2023/24 and beyond**

24. As explained in paragraph 4, before the Coronavirus pandemic, and the triggering of the "Qualifying Change in Law" clause, PL were required to pay an annual management fee to the Council of £1.4m in return for running the Council's leisure centres.
25. The original procurement took place at a time when the leisure market was extremely competitive; and the management fee secured by the Council was consequently very generous. The contract was an important part of the Council's financial strategy, as the income over the lifetime of the contract is very significant.
26. The Council would like to see a return to the pre-pandemic management fee; however, this is subject to negotiation and agreement with PL in the context of the latest challenges around energy costs and the wider cost of living crisis. Work on this will continue over the coming months to secure a firm position before the budget-setting process for 2023/24 concludes.

## **Planning for the future**

27. Between the commencement of the contract and the onset of the Coronavirus pandemic, PL invested over £6m in the improvement of the leisure centres. This was supplemented by over £1.5 million of Council funding and supported a range of significant improvements to keep the local leisure offer modern and competitive.
28. Seven years remain before the expiry of the initial contract term, with the potential to extend for a further five years beyond that.

29. The facilities require ongoing investment to further develop and enhance the activities and to keep the offer 'fresh' to increase footfall, as well as to ensure they can accommodate the population growth projected in the district over the coming years, and to ensure they are energy efficient and economical to run.
30. There is also a need to continue to respond to the increasing competition entering the marketplace, particularly with the arrival of budget gym providers in the district; as well as to ensure that any unused or under-used facilities are repurposed to further increase the leisure offer and/or generate an income.
31. Work will therefore take place over the coming 12 months to jointly develop and secure an agreement for a forward plan for the district's leisure centres for the remaining contract term (to 2029).

### **Policy Context**

32. A key part of the work taking place over the next 12 months will be to determine a clear, data driven, strategic pathway for our leisure centres. This will enable the Council to respond to the needs of a growing district both within, and beyond, the current contract lifetime.
33. The plans and proposals forthcoming regarding decarbonisation directly support the ambitions outlined in the Council's Sustainable Economy Strategy; specifically:
  - (a) to create a Mid Sussex Net-Zero Carbon Programme.
  - (b) to identify the investment, job creation and green economy potential for Mid Sussex of achieving carbon net-zero.
  - (c) To maximise the impact and benefits of the Sustainable Economy Strategy by building effective and collaborative partnerships through a range of mechanisms including Service Level Agreements
34. Whilst the primary focus of this report is to capture the current financial challenges of the Leisure Services Agreement, the services provided by PL directly support the Council in its aim to develop and promote physical activity to improve overall health and mental wellbeing. This includes providing referral programmes and access to activities at a concessionary rate.

### **Financial Implications**

35. There are no financial implications arising from the recommendations of this report.

### **Risk Management Implications**

36. There are no risks that might affect the successful implementation of the decision arising from this report.

### **Equality and Customer Service Implications**

37. None.

### **Other Material Implications**

38. None.

## **Sustainability Implications**

39. Places Leisure is implementing energy saving and decarbonisation initiatives, initially installing PV Panels on the roof of the Triangle and implementing a further roll-out of LEDs across all three centres. Places leisure has invested their own capital and these projects have a projected 'pay-back' periods of seven and 10 years. Further decarbonisation projects are being actively explored as part of the longer-term investment plan for the centres.

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## SCRUTINY COMMITTEE FOR COMMUNITY, LEISURE AND PARKING WORK PROGRAMME 2022/23.

REPORT OF: Louise Duffield, Director, Resources and Organisational Development  
Contact Officer: Ellen Fisher, Democratic Services Officer  
Email: [ellen.fisher@midsussex.gov.uk](mailto:ellen.fisher@midsussex.gov.uk)  
Tel: 01444 477208  
Wards Affected: All  
Key Decision: No

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### Purpose of Report

1. For the Scrutiny Committee for Community, Leisure and Parking to note its Work Programme for 2022/23.

### Summary

2. Members are asked to note the attached Work Programme. The Work Programme will be reviewed as the final piece of business at each meeting, enabling additional business to be agreed as required.

### Recommendations

3. **The Committee are recommended to note the Committee's Work Programme as set out at paragraph 5 of this report.**
- 

### Background

4. It is usual for Committees to agree their Work Programme at the first meeting of a new Council year and review it at each subsequent meeting to allow for the scrutiny of emerging issues during the year.

### The Work Programme

5. The Committee's Work Programme for 2022/23 is set out below:

Meeting Date	Item	Reason for Inclusion
1 February 2023	Review of Air Quality	Annual Report
	Parking Strategy and Action Plan	TBC
	A Trade Request to Review the Taxi Licensing Policy criteria for the Age of Vehicles	Update following a petition by section of MSDC Private Hire Taxi Licensing drivers.
22 March 2023	TBC	TBC

### Policy Context

6. The Work Programme should ideally reflect the key priorities of the Council, as defined in the Corporate Plan and Budget.

**Financial Implications**

7. None.

**Risk Management Implications**

8. None.

**Sustainability Implications**

9. None.

**Background Papers**

None.