

## **MINUTES OF A MEETING OF THE OVERVIEW AND SCRUTINY COORDINATING GROUP HELD ON 3 MAY 2006**

Present:

Members of the Group:

Councillors: David Booth  
Ken Browne (Chair)  
Alan Cockburn  
Richard Grant  
John Haynes  
Mick Jones  
Jerry Roodhouse  
Bob Stevens  
Sid Tooth

Officers: David Carter, Strategic Director of Performance and  
Development  
Jane Pollard, Assistant County Solicitor  
Janet Purcell, Member Services Manager

### **1. General**

#### **(1) Apologies for absence**

None.

#### **(2) Members' Disclosures of Personal and Prejudicial Interests**

None.

#### **(3) Minutes of the meeting held on 7 March 2006**

The minutes of the meeting held on 7 March 2006 were agreed as a correct record.

It was agreed that the Member Services Manager would find out what progress was being made on developing objectives for a stage 2 review of Drugs, Substance and Alcohol Misuse and the establishment of a panel.

### **2. Using the EFQM Excellence Model to Assess Departments**

The group received the reports from the strategic directors, which summarised the outcome of EFQM assessments of the services during 2005 (and based on department structures prior to restructuring).

The Group discussed how the assessment results should be shared with other Members. It was agreed that:

- the results should go to the most appropriate overview and scrutiny committees and the committees should be asked to consider how they wish to use the findings. The Group requested that the original assessor EFQM reports be sent to the committees rather than (or as well as) the strategic directors' reports. It was suggested that the executive summary be put to the committee with the full EFQM report available to members (link to Inform) should they wish to see it.
- The Strategic Director of Environment and Economy be asked to submit a full report as the report in the papers did not give enough information.
- Cabinet confirm that all directorates are using EFQM as the preferred model for performance assessment. David Carter reported that he was looking at the advantages and disadvantages of applying EFQM across the organisation as a whole, rather than as separate departments. This would focus on things undertaken across the authority but would give a broader, higher level assessment than is currently achieved through individual directorate reviews.

### **3. Review of Scrutiny**

The Group considered draft terms of reference for a review of the arrangements for overview and scrutiny and agreed that the Co-ordinating Group should form the reference group for the review but that the deadline for the report to Council on proposed revised arrangements be 31 October rather than 19 September.

It was also agreed that a survey be sent to all members as soon as possible, with a copy of the questionnaire also being put on the agendas of the overview and scrutiny committees to allow an opportunity for some group discussion. In addition Jim Graham, David Carter and Jane Pollard would be meeting groups of 6-7 members to obtain views.

It was agreed that an all member seminar be arranged for September which would be based on the review and options for the future.

During discussion Councillor John Haynes referred to his unhappiness at the agenda management of the previous week's Community Safety Overview and Scrutiny Committee. Councillor Haynes was assured that this would not occur again.

### **4 Date of Next Meeting**

The Group noted that the next meeting would be a seminar and would be held on Wednesday 19 July at 1.30 pm (with buffet lunch).

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Chair