

The Resources, Performance and Development Overview and Scrutiny Committee met at the Shire Hall, Warwick on the 4 March 2008.

Present:

Members of the Committee:

Councillor David Booth (Chair of Committee)

“ John Haynes (Deputy Chair)

“ Les Caborn

“ Tom Cavanagh

“ Chris Davis

“ Phillip Morris-Jones

“ Brian Moss

“ Raj Randev

“ Dave Shilton

“ Ian Smith

“ John Vereker

Also in attendance

Councillor Alan Cockburn (Cabinet Member for Resources).

Councillor Peter Fowler (Cabinet Member for Performance and Development).

Officers:

Performance and Development Directorate

David Carter, Strategic Director of Performance and Development.

Reuben Bergman, Deputy Head of Human Resources.

Pete Keeley, Member Services.

Paul Williams, Scrutiny Officer.

Resources Directorate

Dave Clarke, Strategic Director of Resources.

General

(1) Apologies

An apology was received from Councillor George Atkinson.

(2) Members' Disclosures of Personal and Prejudicial Interests

Councillor Tom Cavanagh declared a personal interest as a Member of the Rugby Borough Council.

Councillor Les Caborn and Dave Shilton declared prejudicial interests in respect of any discussion under Matters Arising from the Minutes of the last meeting about debt recovery and the Warwick District Council, as Members of the District Council.

(3) Minutes of the meeting held on the 22 January 2008 and Matters Arising.

(i) Minutes

It was agreed that **Minute 3 – Absence Management** should be amended to show that future reports to the Committee should include an analysis of patterns of absence. It was then **Resolved:**

That the Minutes of the meeting of the Resources, Performance and Development Overview and Scrutiny Committee held on the 22 January 2008 be approved as amended and be signed by the Chair.

Matters Arising

(a) Minute 1(3) - Debt Recovery

Councillors Les Caborn and Dave Shilton left the room during the discussion on this item.

In response to comments from Councillor Chris Davis, David Carter, Strategic Director of Performance and Development, advised Members of the circumstances that had resulted in the outstanding debt of the Warwick District Council.

(b) Minute 4 - Customer Focus Members Panel

Members noted that the Panel would consist of Councillors David Booth, Tom Cavanaugh, John Haynes, Dave Shilton and Ian Smith.

2. Public Question Time (Standing Order 34)

There were no questions from the public.

3. Action on Previous Decisions, Items for Future Meetings and Forward Plan Items Relevant to the Work of the Committee.

The Committee considered the report of the Strategic Director of Performance and Development.

The report detailed actions taken on certain previous decisions and provisional items for future meetings of the Committee. It also detailed decisions to be taken by the Cabinet in the next six months which were relevant to the work of the Committee, as taken from the Forward Planning System.

Following discussion it was agreed that the following matters should be included in the programme of items for consideration by the Committee:

The provision of drinking water to the Shire Hall including a time table for any proposed changes.

The purchase of a bus for the youth service.

Recruitment practices (for the next meeting).

4. 1st Draft of the Corporate Business Plan 2008-11

The Committee considered the report of the Strategic Director of Performance and Development.

The report presented the first draft of the Corporate Business Plan 2008-11 and the updated Corporate risk register for comment, following consideration by Cabinet, with the intention of a final version being agreed by Full Council on 18th March 2008.

Following introductory comments from David Carter, Strategic Director of Performance and Development, Members discussed several aspects of the report.

The following points were noted during the discussion:

The New Ways of Working Programme came within the remit of the Overview and Scrutiny Committee.

On the Corporate Risk Map, Risk 6 related to ICT, Risk 7 to Partnerships, Risk 8 to Service Delivery, Risk 9 to the National Agenda, Risk 10 to Governance and Probity and Risk 12 to Raising Levels of Educational Achievement and Attainment. All risks were being managed acceptably and attention given when needed.

A full list of risks would be circulated.

Resolved:

That the Committee

- Agree the 1st draft of the Corporate Business Plan 2008-11, prior to its consideration by Full Council on 18th March 2008
- Accept the key corporate risks facing the County Council in delivering its objectives and the actions put in place to manage them

5. Local Area Agreement (LAA) Performance Reporting

The Committee considered the report of the Strategic Director of Performance and Development which detailed Quarter 3 Performance Information with regard to LAA & LPSA2 Targets

Following introductory comments from David Carter, Strategic Director of Performance and Development, Members discussed several aspects of the report. The following points were noted during the discussion.

Invitations should be sent to Jim Graham and Councillor Alan Farnell to attend the Committee to explain where we are on leadership when new indicators have bedded down. This would be in private session if appropriate.

Concern was expressed about the possibility of missed reward grant in several areas such as Improve Education Attainment and Healthy Schools. Members noted that consideration of the need for any action relating to progress with targets would be considered by the relevant Overview and Scrutiny Committee.

The Public Service Board expressed concern about the healthy schools target and had requested a report.

With regard to housing and release of land by public bodies for affordable housing, there were issues relating to the release of land and the priority of capital programmes of local authorities.

Chris Elliott, the Stronger Communities Block Lead and Chris Charman, the Performance Lead, should be invited to a future meeting to brief the Committee on progress in meeting targets.

Care must be taken not have too many extra local targets and that agreed targets did not work against each other.

The Committee welcomed the comprehensive performance management information contained in the report.

6. Progress report on 2007/8 Environmental/Print Savings

The Committee considered the joint report of the Strategic Director of Performance and Development and Strategic Director of Resources.

The report outlined progress on delivering the £700,000 environmental/print savings required as part of the 2007/8 budget, and what further steps were in hand to control print spending.

Following introductory comments from David Carter, Strategic Director of Performance and Development, Members discussed several aspects of the report. The following points were noted:

Although it is the Council's policy that printing should be undertaken by Design2Print, the Council's In-house printers, it was estimated that 50% of work was still being sent to outside printers.

Although there are no precise figures on the level of outside printing at present, information was being collected that would enable an accurate assessment to be made.

SDLT should be requested to remind Managers of the importance of using Design2Print and the need to avoid designing documents etc for printing in colour/glossy format.

Although the larger budgets had a "Printing Budget Head" this was not always the case with smaller budgets which made the identification of all printing costs difficult.

There was a need to take urgent action to reduce printing costs and achieve savings and, as a start, work should be undertaken to identify any outside printers that were being used.

The Council had resolved that the savings of £700,000 should be made to reduce the Council's impact on the environment. It was pointed out that this did not relate solely to the reduction of the use of paper, publications etc.

It was agreed that a further report be submitted to the Committee's 16 September 2008 meeting and this should include information about quantities across the county, the number of glossy publications by directorate and possible cheaper ways of communication

7. Supplementary Business Rates

The Committee considered the report of the Strategic Director of Resources

In October the Government issued a White Paper outlining proposals for the introduction of a Supplementary Business Rate of up to 2 pence in the pound. The report outlined the key issues of these proposals.

During his introduction of the item Dave Clarke, Strategic Director of Resources, indicated his intention to submit a further report to the Committee when the Governments consultation on the technical issues had been received. This

would enable the Committee to express its full views on the proposal to the Cabinet before the Council's formal response was agreed.

It was noted that although representatives of the Chamber of Trade were unable to be present at the meeting it was hoped that they would be able to attend when the further report was to be considered.

During the discussion several points were made about the possible impact of the proposed supplementary business rate on industry and the need for consultations to be undertaken with the business community.

The Committee noted that Members would be able to discuss matters further when the government's consultation was received.

8. Customer Focus

The membership of the Customer Focus Members Panel had been agreed earlier in the meeting (Councillors David Booth, Tom Cavanagh, John Haynes Dave Shilton and Ian Smith).

Members noted that a series of meeting dates would be arranged and that a written briefing note would be circulated.

9. Any Other Items

There were no other items to consider.

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Chair

The Committee rose at 3.55 p.m.