

OVERVIEW AND SCRUTINY MANAGEMENT COMMITTEE

THURSDAY 4 JULY 2002 AT 2.00 PM

PRESENT: Councillor Jefferson (Chairman), Councillors Mrs Bowman, Mrs Bradley, Dodd, Guest, Knapton, Mrs Mallinson and Mrs Rutherford.

ALSO

PRESENT: Councillor Joscelyne attended the meeting as an observer.

OSM.50/02 APOLOGIES FOR ABSENCE

There were no apologies for absence.

OSM.51/02 DECLARATIONS OF INTEREST

There were no declarations of interest affecting any item on the Agenda.

OSM.52/02 MINUTES

The Minutes of the Overview and Scrutiny Management Committee held on 30 May 2002 were submitted.

Referring to Minute OSM.48/02 (Rural Strategy), the Chairman pointed out that resolution (1) indicated that "the format and cycle of two annual reports being submitted to each of the three Overview and Scrutiny Committees to monitor Rural Policy, beginning with the July 2002 Committee cycle, be agreed" and questioned the current position.

The Head of Economic Development commented that it had originally been intended that a report would be submitted to the Community Overview and Scrutiny Committee on 18 July 2002. There had been some delay as regards the Action Plan since the Officer involved had left the Authority, but the intention was that the report would still go forward on 18 July. The Economic Development Manager would discuss the position with the Chairman of that Committee.

The Head of Corporate Policy and Strategy pointed out that the draft Agenda for that meeting had been prepared and included a large amount of business. He therefore suggested that the Chairman should take a view on whether that item could go forward on 18 July.

RESOLVED – That, subject to the above, the Minutes of the meeting held on 30 May 2002 be noted.

OSM.53/02 MINUTES OF OVERVIEW AND SCRUTINY COMMITTEES AND REFERENCES TO MANAGEMENT COMMITTEE**(a) Community Overview and Scrutiny Committee on 20 May, 6, 7 (special meeting) and 17 June 2002 (special meeting)**

Referring to Minute COS.75/02 (Declarations of Interest), a Member pointed out that the word "no" should have been inserted between the words "were" and "declarations".

Referring to Minute COS.80/02, a Member questioned whether a date had been arranged upon which the final draft report on the Bereavement Services Best Value Review would be considered by the Committee. The Head of Corporate Policy and Strategy indicated that a definite date had yet to be set, but it was hoped that the report would be forthcoming in time for the August meeting.

RESOLVED – That, subject to the above, such Minutes be noted.

(b) Corporate Resources Overview and Scrutiny Committee on 20 May, 7 (special meeting), 13 and 28 June 2002 (special meeting)

Referring to Minute CROS.65/02 (Corporate Plan), the Chairman of the Committee drew attention to the fact that there may be a number of Council Management Objectives which could be referred to the Corporate Resources Overview and Scrutiny Committee by this Committee. In addition, Officers had been asked to submit reports in that regard to enable the Committee to monitor performance and review objectives.

The Policy and Research Officer was present at the meeting and indicated that the matter was under consideration, there were a whole raft of Performance Indicators which required to be tied together, and that a report would be submitted as soon as possible.

RESOLVED – That, subject to the above, such Minutes be noted.

(c) Infrastructure Overview and Scrutiny Committee on 20 May, 7 (special meeting) and 20 June 2002

Referring to Minute IOS.48/02 (Corporate Plan), the Chairman of the Committee commented that she had been unable to attend the meeting of the Organisational Assessment Best Value Review Sub-Committee held on 31 May 2002 and had arranged for the Vice-Chairman to represent her. However, the Vice-Chairman had not received the papers for the meeting. In addition, neither Councillors' apologies had been recorded in the Minutes of that meeting.

Referring to Minute IOS.58/02 (Regeneration Best Value Review), the Chairman reiterated the Committee's concern over the standard of the Consultant's report and the obsolete information contained therein.

In discussion Members raised the following issues:

- It was unsatisfactory that Members of the Committee had to consider the report in that format
- The consultant who prepared the report had not been present at the meeting, thus necessitating the calling of a special meeting of the Committee
- A number of the issues were cross-cutting and it was therefore extremely important that all Members should be afforded the opportunity of commenting upon the matter.
- This was the first occasion upon which Members' input had not been invited, particularly in their capacities as Leaders of Political Groups and representatives of deprived Wards
- the report had only been received by Members the day before the meeting thus leaving them little time to read it.
- Members asked to be provided with details of the process by which the Consultant had been appointed and related costs.

The Head of Corporate Policy and Strategy indicated that he understood that a special meeting of the Infrastructure Overview and Scrutiny Committee had been arranged for Monday 15 July 2002 at 4.00 pm at which time the Consultant would be present. He added that the draft final report could go to all three Overview and Scrutiny Committees.

A Member suggested that the entire membership of Overview and Scrutiny should be invited to attend the meeting to be held on 15 July 2002 and the Chairman of that Committee indicated her agreement to that course of action.

RESOLVED – (1) That, subject to the above, such Minutes be noted.

(2) That the Director of Leisure and Community Development be requested to provide Members of this Committee with details of the process by which the Consultant had been appointed, together with related costs.

(3) That all Overview and Scrutiny Members be invited to attend the special meeting of the Infrastructure Overview and Scrutiny Committee to be held on Monday 15 July 2002 at 4.00 pm, and that the Director ensure that the Consultant is in attendance to present the revised draft report.

OSM.54/02 EXECUTIVE RESPONSE TO MATTER RAISED BY THE OVERVIEW AND SCRUTINY MANAGEMENT COMMITTEE

Information on Decision Notices

Pursuant to Minute EX.146/02, it was reported that the Executive had noted the action being taken to address the concerns raised by, and which was to be reported back to, this Committee in respect of information contained within Decision Notices.

RESOLVED – That the decision of the Executive be welcomed.

OSM.55/02 WORK PROGRAMME FOR OVERVIEW AND

SCRUTINY COMMITTEES

(a) Amended Work Programme

An amended Work Programme for all of the Overview and Scrutiny Committees was submitted.

The Head of Corporate Policy and Strategy commented that, since the Corporate Plan was currently under review, a programme of Best Value Reviews had yet to be prepared. That would be undertaken as soon as possible in order that a timetable for scoping of the Reviews could be included in the Work Programme. He added that a number of Reviews remained to be concluded from last year and the Strategic Approach to Housing Review could not commence until the outcome of the LSVT ballot was known.

With regard to Performance Indicators, he reminded Members that Overview and Scrutiny Committees had agreed to focus on those services which were in the lower quartile in order that improvement plans could be put in place. A programme had now been prepared, commencing in the August cycle of meetings and running to the end of the calendar year.

A report on Subject Reviews/Inquiries would be considered as the next item of business. That would be an important part of the Committees' work and one which it was hoped would prove to be both productive and engaging for Members.

The Head of Corporate Policy and Strategy added that the presentation of Service Plans should be concluded during the next two or three cycles and he proposed that consideration of the same should thereafter be put on hold for a year until matters had moved on.

Members commented that they had, in their capacity as Chairmen of Committees, requested that training be provided for Members particularly covering topics such as performance indicators and the Budget. It was suggested that it may be advantageous to arrange an event to which all Overview and Scrutiny Committee Members would be invited, and that Members should endeavour to be present at that time.

The Head of Corporate Policy and Strategy advised that he had requested that an item on Member training be included on the Agendas of each of the Overview and Scrutiny Committees, commencing with Community on 18 July 2002.

RESOLVED – That the Work Programme for the Overview and Scrutiny Committees be received.

(b) Programme of Subject Reviews/Inquiries 2002/03

Pursuant to Minute OSM.46/02, the Head of Corporate Policy and Strategy presented report TC.121/02 setting out Overview and Scrutiny Committees' priorities for Subject Reviews/Inquiries for the year 2002/03.

The Head of Corporate Policy and Strategy outlined the background to the matter, commenting that each Committee had undertaken an exercise whereby the various suggestions were scored against a number of criteria to produce a ranking for each suggestion. The results of those rankings had been circulated for Members' consideration. He added that certain of those suggestions may not be appropriate for a variety of reasons.

He then drew Members' attention to the factors which required to be considered when determining the Programme and requested that the Committee agree a programme of Reviews/Inquiries to be undertaken by each of the three Overview and Scrutiny Committees.

The Chairman suggested a possible programme which Members discussed in some detail.

The Chairman of Corporate Resources Overview and Scrutiny Committee commented that he was happy that CR2 (Area Working) and CR7 (Service Standards) be included in the work programme of that Committee. He would, however, like CR3 (Facilities for Students) to be included in the programme.

A Member expressed the view that it would be better to review facilities for young people (13-17 years old)(CC2) who were permanent residents with a view to addressing issues associated with anti-social behaviour which was problematic right across the City. A number of Members expressed their support for that course of action.

The Head of Corporate Policy and Strategy stressed that there would be resource implications if the programme proved to be too ambitious.

RESOLVED – That a programme of Subject Reviews/Inquiries to be undertaken by Overview and Scrutiny Committees be agreed as follows:

Community Overview and Scrutiny Committee

Subject	Scale of Review
CO11 Public Toilet Provision	small/medium
CO3 Theatre/Arts Centre	medium
CO8 Safety in Play Areas	small/medium

Corporate Resources Overview and Scrutiny Committee

Subject	Scale of Review
CR2 Area Working	Large
CR7 Service Standards	Medium
CC2 Facilities for Young People (13-27 years old)(reserve topic)	medium/large

Infrastructure Overview and Scrutiny Committee

Subject	Scale of Review
CC1 Environmental Performance of the Council	
(cross-cutting)	medium/large
IN1 Streetworks (including relationship with	small/medium
Capita DBS	small
IN2 Tourism (as a one-off)	small/medium
IN5 Abandoned Vehicles (reserve topic)	

NOTE - The Chairman of the Corporate Resources Overview and Scrutiny Committee wished it to be recorded that he and the Vice-Chairman were not in agreement with the selection of CC2 (Facilities for Young People – 13-17 years old). They noted that the review was scaled medium/large and, bearing in mind the workload already allocated, felt that the Committee would be unable to also commit to it.

OSM.56/02 MONITORING OF AND CHANGES TO THE FORWARD PLAN

The Town Clerk and Chief Executive submitted report TC.122/02 informing Members of changes to the Executive's Forward Plan for the period 1 June 2002 to 30 September 2002 since its publication on 17 May 2002.

RESOLVED – That the modifications, deferrals and departures from the Forward Plan for 1 June 2002 to 30 September 2002 be noted.

[The meeting ended at 3.10 pm]