

Open

Corporate Services Scrutiny Committee

Agenda

6:00 pm
Thursday, 5th March 2009
The Earl Baldwin Suite
Duke House
Clensmore Street
Kidderminster



Corporate Services Scrutiny Committee

Members of Committee:

Chairman: Councillor G W Ballinger
Vice-Chairman: Councillor Mrs J Greener

Councillor M Ahmed
Councillor J Holden
Councillor K J Stokes
Councillor N J Thomas

Councillor Mrs H E Dyke
Councillor J Phillips
Councillor J Thomas
Councillor S J Williams

Would Members please note that, to ensure continuity in scrutiny, substitutes should only be appointed for the Scrutiny Committee in exceptional circumstances.

Information for Members of the Public:

Part I of the Agenda includes items for discussion in public. You have the right to inspect copies of Minutes and reports on this Agenda as well as the background documents used in the preparation of these reports.

Part II of the Agenda (if applicable) deals with items of "Exempt Information" for which it is anticipated that the public may be excluded from the meeting and neither reports nor background papers are open to public inspection.

Declarations of Interest – Guidance Note

Code of Conduct

Members are reminded that under the Code of Conduct, it is the responsibility of individual Members to declare any personal or personal and prejudicial interest in any item on this agenda if appropriate. A Member who declares a personal interest may take part in the meeting and vote, unless the interest is also prejudicial. If the interest is prejudicial, as defined in the Code, the Member must leave the room. However, Members with a prejudicial interest can still participate if a prescribed exception applies or a dispensation has been granted.

Co-opted Members

In order to promote a sense of ownership and partnership in the decision making process, and achieve continuity in scrutiny, a maximum of two co-opted members will be appointed to each scrutiny committee, at Annual Council, for the municipal year.

Scrutiny Committees will also be able to appoint ad-hoc Co-opted Members for the duration of a particular item.

In addition to this, when agreeing the scoping for a Review Panel, the Scrutiny Committee will be able to approve the participation of Co-opted Members in the Review Process.

The following will apply:

- i) The total number of voting co-opted members on any Scrutiny Committee will not exceed 25% at any one time. Should the number of Co-opted Members exceed this limit, preference will be given to those Co-opted Members appointed at Annual Council.
- ii) The total number of voting Co-opted Members on any Review Panel will not be limited.
- iii) Co-opted Members will exercise their voting rights in accordance with the principals of decision making set out in the constitution.

For Further information:

If you have any queries about this Agenda or require any details of background papers, further documents or information, you should contact Sue Saunders, Committee/Scrutiny Officer, Civic Centre, Stourport-on-Severn. Telephone: 01562 732733 or email susan.saunders@wyreforestdc.gov.uk.

Wyre Forest District Council

Corporate Services Scrutiny Committee

Thursday, 5th March 2009

The Earl Baldwin Suite, Duke House, Clensmore Street, Kidderminster

Part 1

Open to the press and public

Agenda item	Subject	Page Number
1.	Apologies for Absence	
2.	Appointment of Substitute Members To receive the name of any Councillor who is to act as a substitute, notice of which has been given to the Head of Legal and Democratic Services, together with the name of the Councillor for whom he/she is acting.	
3.	Declarations of Interest In accordance with the Code of Conduct, to invite Members to declare the existence and nature of any personal or personal and prejudicial interests in the following agenda items. Members should indicate the action they will be taking when the item is considered. Members are also invited to make any declaration in relation to Section 106 of the Local Government Finance Act 1992.	
4.	Minutes To confirm as a correct record the Minutes of the meeting held on the 17th February 2009. Minutes 17.2.09	6
5.	Matters Arising To consider any matters arising from the Minutes of the meeting held on 17 th February 2009.	
6.	Recommendations from the No Surprises Review Panel To consider a report from the Chairman of the No Surprises Review Panel which details the recommendations from the Review Panel. Recommendations from No Surprises No Surprises Appendix 1 No Surprises Appendix 2	9
7.	Corporate Plan Priorities 2008/09 To consider a report from the Head of the Chief Executive's Office	17

	<p>which informs Members of progress up to 31st January 2009 with regard to the Priorities for 2008/09 as set out in the Corporate Plan 2008/2011.</p> <p>Corporate Plan Priorities 2008-09 Progress Jan 09 Corporate Plan Priorities - Jan 09 APPENDIX</p>	
8.	<p>Comprehensive Area Assessment</p> <p>To receive a report from the Head of the Chief Executive's Office which brings to Members' attention the new Comprehensive Area Assessment (CAA) framework published by the Audit Commission in February 2009 which will come into effect on 1st April 2009.</p> <p><i>Appendix 1 to this briefing paper has been circulated electronically and a public inspection copy is available on request. (See front cover for details)</i></p> <p>Comp Area Assessment CAA Appendix 1 CAA Appendix 2</p>	25
9.	<p>National Indicators</p> <p>To receive a report from the Head of the Chief Executive's Office which reports progress for Quarter 3 (up to 31st December 2008) for the National Indicators (NIs) for 2008/09.</p> <p>National Indicator Progress National Indicators APPENDIX</p>	96
10.	<p>Feedback From Cabinet</p> <p>To note the content of the Cabinet action lists, following consideration of the recommendations from its meetings on:</p> <p>a. 22nd January 2009 Cabinet Decision List</p> <p>b. 19th February 2009 Cabinet Action List 19.2.09</p>	104 105
11.	<p>Work Programme</p> <p>To review the work programme for the current municipal year with regard to the Sustainable Community Strategy Theme, Corporate Plan Aim, Annual Priorities and the Forward Plan.</p> <p>Work Programme 5.3.09</p>	106
12.	<p>Press Involvement</p> <p>To consider any future items for scrutiny that might require publicity.</p>	
13.	<p>To consider any other business, details of which have been communicated to the Head of Legal and Democratic Services before the commencement of the meeting, which the Chairman by reason of special circumstances considers to be of so urgent a nature that it cannot wait until the next meeting.</p>	

14.	<p>Exclusion of the Press and Public</p> <p>To consider passing the following resolution:</p> <p>“That under Section 100A(4) of the Local Government Act 1972 the press and public be excluded from the meeting during the consideration of the following item of business on the grounds that it involves the likely disclosure of “exempt information” as defined in paragraph 3 of Part 1 of Schedule 12A to the Act”.</p>	
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Part 2

Not open to the Press and Public

15.	<p>Single Site</p> <p>To receive a verbal report from the Head of Property & Operational Services on Single Site.</p>	-
16.	<p>To consider any other business, details of which have been communicated to the Head of Legal and Democratic Services before the commencement of the meeting, which the Chairman by reason of special circumstances considers to be of so urgent a nature that it cannot wait until the next meeting.</p>	

Terms of Reference for Scrutiny Committees

All Scrutiny Committees shall be responsible for:

- Setting and agreeing an Annual Work Programme and prioritising the work of the Committee.
- Establishing Review Panels detailing the relevant Terms of Reference.
- Ensuring consideration is given to encouraging public participation and engagement in functions of the Committee.
- Ensuring that the views of any invitees and co-opted Members (where appropriate) are taken into account when conducting investigations.
- Monitoring the implementation of scrutiny recommendations.
- Reviewing and scrutinising relevant public bodies and partners in the District, including the Council's contribution and relationship with them. Where necessary, requesting them to address overview and scrutiny about their activities, performance, particular decisions, initiatives or projects.
- Call-in for scrutiny decisions made by the Cabinet but not implemented.

COMMUNITY SERVICES	CORPORATE SERVICES	REGENERATION & ENTERPRISE
<ul style="list-style-type: none"> • Partnership Agencies and LSP • Community Safety and Accountability • Communication • Community Safety • Children and Young People • Older People • Leisure Centres • Culture and Arts • Leisure and Community Development • Councillor Call for Action (Local Government issues) • Housing Strategy • Refuse Collection and Recycling • Cemeteries, Parks and Open Spaces • Public Health • Health Improvement 	<ul style="list-style-type: none"> • Scrutiny Co-Ordination (including the allocation of all overview and scrutiny functions not within the specific remit of the Regeneration and Enterprise and Community Services Scrutiny Committees • Budget and Major Policy • Performance Monitoring and Improvement • Corporate Plan Review • Customer Service • Comprehensive Area Assessment • Improvement Plans • Human Resources • Equality and Diversity • Scrutiny Support • Emergency Planning • Branding • Asset Management • ICT 	<ul style="list-style-type: none"> • Economic Development and Regeneration • Tourism • Local Development Framework • Planning and Sustainable Communities • Transportation and Highways • Car Parks • Markets • Public Conveniences • Concessionary Travel • Climate Change