

WYRE FOREST DISTRICT COUNCIL

CORPORATE SERVICES SCRUTINY COMMITTEE

THE EARL BALDWIN SUITE, DUKE HOUSE, CLENSMORE STREET,
KIDDERMINSTER

THURSDAY, 9TH APRIL 2009 (6:00 PM)

Present:

Councillors: G W Ballinger (Chairman), Mrs J Greener (Vice-Chairman), Mrs H E Dyke, J Holden, Miss S C Meekings, J Phillips, K J Stokes, J Thomas, N J Thomas and S J Williams.

Observers:

Councillor J-P Campion – Leader of the Council.

CSP.152 Apologies for Absence

Apologies for absence were received from Councillor M Ahmed.

CSP.153 Appointment of Substitutes

Councillor Miss S C Meekings was appointed as a substitute for Councillor Ahmed.

CSP.154 Declaration of Interests

No declarations of interest were made.

CSP.155 Minutes

Agreed: The minutes of the meeting held on 5th March 2009 be confirmed as a correct record and signed by the Chairman, subject to clarification on Minute No. CSP.142 – PHEBP08 50a, who was it that withdrew the Compulsory Purchase Order.

CSP.156 Corporate Plan Priorities 2008/09

The Committee considered a report from the Policy & Performance Officer on progress up to 28th February 2009 with the Priorities for 2008/09 as set out in the Corporate Plan 2008/2011.

Members considered the report and were informed of the following:

- a. PHEBP08 34b – This was a three-year target. This target of 33% should be reached by April 2009.
- b. PHEBP08 50b – Planning Officers were now happy with the front of the building at 23/24 Bridge Street, Stourport-on-Severn. The land ownership was complex but the owner was now interested in bringing the property back into use. Legal & Democratic Services were progressing this. The original target had been incorrect and this would be adjusted accordingly.

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- c. CEOBP08 03bi – The Audit Commission report had delayed the target date of 31st October 2008. Although the Audit Commission report had now been received, there was still work to be done and an update should be made available in May 2009.
- d. HRBP08 04 – The Committee asked The Leader of the Council to congratulate the Worcestershire Hub once again on their achievement of being rated No. 1 across the County.

Agreed:

- 1. **The Leader of the Council to pass on his congratulations from Members of the Corporate Services Scrutiny Committee to all staff at the Worcestershire Hub on their achievement at being rated No.1 across the County.**
- 2. **The information be noted.**

CSP.157 Performance Management Report

The Committee considered a report from the Policy & Performance Officer which apprised Members of the Audit Commission's report on the Council's performance management arrangement.

The Policy & Performance Officer went through the report and highlighted the following points:

- a. Performance Management was about making sure the Council delivered its services in the right way and on time. It was also about improving services.
- b. Performance Management would support the Council's business planning.
- c. The Council needed to learn how to review, respond and action items effectively.
- d. The Corporate Management Team would take the Performance Management issue seriously and action items where necessary.

Councillor Miss Meekings left the meeting at 6.24pm.

- e. More analysis of performance data is needed.

Councillor Miss Meekings came back into the meeting at 6.26pm.

- f. At present, performance management was considered as an extra to what the Council did but it should be considered as part of every day tasks.
- g. There needed to be more involvement with partners.

The Leader of the Council recognised that Members at other authorities had access to their performance management system. He acknowledged that Members would like access. He agreed to follow this up.

Agreed:

- 1. **The Committee considered the key issues and themes contained in the report and would make any recommendation(s) as appropriate to Cabinet on the implementation of the action plan.**

- 2. Progress be monitored as part of the Committee's future work programme. It would also be monitored by the Audit Commission in the Autumn of 2009 as part of the Audit & Inspection Plan for 2009/10.**
- 3. The Leader of the Council would follow through access for Members of the Performance Management system.**

CSP.158 Recommendation Tracking Form 2007/2008

The Committee considered the Recommendation Tracking Forms for 2007/2008.

The Committee/Scrutiny Officer took Members through the report and the following points were highlighted:

- a. The Phonebook would be circulated to Members as soon as possible.
- b. Total Print Management Solution had been superseded by the ICT Strategy. Distribution costs were being looked at and would be circulated soon. All Directors received reports for their division's printing and the report highlighted those documents over 100 pages that had been printed on their own printers.
- c. Members asked the Committee/Scrutiny Officer to email all members asking if they wished to opt out of receiving hard copies of agendas/reports.
- d. Technology had moved on and "blackberries" were a way forward but although it was recognised they were good at emailing, they were not good enough for reports as the formatting was poor.
- e. The No Barriers Review Panel had been reconvened to deal with the awards for 2009.
- f. Members thought that there were still problems with mini motorcycles in the area and would like to revisit this in the future.
- g. Members also stated that the ice rink issue should be looked at again in the future.

Agreed:

- 1. The Committee/Scrutiny Officer to email all Members asking if they wished to opt out of receiving agendas/reports.**
- 2. The Committee/Scrutiny Officer to arrange for Mini motorcycles and the Ice Rink to be added to the Corporate Services Scrutiny Committee work programme for the new municipal year.**
- 3. The information be noted.**

CSP.159 Analysis of Room Bookings at Duke House, Kidderminster for January and February 2009

The Committee received an analysis of room bookings for January and February 2009 in the Earl Baldwin Suite, Loom Room and Meeting Room at Duke House in Kidderminster.

The Chairman asked if there was any possibility that the meetings lounge at the Civic Centre be relinquished and a facility in Duke House be made available.

Agreed: The Leader of the Council to raise this issue at the next meeting of Group Leaders.

CSP.160 Feedback from Cabinet

The Committee noted the contents of the Cabinet action list of 26th March 2009 which related to the No Surprises Review Panel.

Agreed: The information be noted.

CSP.161 Work Programme

The Panel considered its work programme for the current municipal year with regard to the Sustainable Community Theme, Corporate Plan Aims and the Forward Plan.

The Committee were informed that sickness levels had reduced to just under 10%.

Agreed: The information be noted.

CSP.162 Press Involvement

No items were identified for scrutiny that might require publicity.

CSP.163 Exempt Information

Decision: 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 items of business on the grounds that they involve the likely disclosure of “Exempt Information” as defined in paragraphs 2 and 3 of Part I of Schedule 12A of the Act.

CSP.164 Summary of Minutes

The following proceedings were considered after the press and public had been excluded from the meeting. A summary of the minutes relating to these items has been made as “exempt Information” would be disclosed if the minutes were published in full.

CSP.165 Single Site

The Committee received a verbal update from the Director of Legal and Corporate Services on Single Site.

The meeting ended at 7.08 pm.