



Corporate Resources Scrutiny Committee

Briefing Paper

Report of: Chairman, Corporate Performance Clinic Review Panel
Date: Thursday, 15th April 2010
Open

Recommendations from the Corporate Performance Clinic Review Panel

1. Summary

- 1.1 This briefing paper details the recommendations of the Corporate Performance Clinic Review Panel following its review into the effectiveness of the Corporate Performance Clinics since they were established in June 2009 and whether they should continue as a means of scrutinising performance of the Councils services.

2. Background

- 2.1 The review panel was established at the Corporate Resources Scrutiny Committee on 11th February 2010, to allow Members to scrutinise fully the work of the Corporate Performance Clinics.

- 2.2 A review panel consisting the following Members was formed:

Councillor H E Dyke
Councillor J A Greener
Councillor C D Nicholls (Chairman)
Councillor F M Oborski
Councillor K J Stokes

- 2.3 The panel met twice on 18th February 2010 and 8th March 2010

3. Key Issues

- 3.1 A series of questions were agreed which went out in the form of a survey to Members and relevant Officers. The survey was distributed on 22nd February 2010 with a reply date of 2nd March 2010.

- 3.2 Members of the Corporate Performance Clinic and the Chairman of the Corporate Resources Scrutiny Committee were invited to the Review Panel meeting held on 8th March 2010 and were asked a series of questions based on those from the Member and officer surveys.

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- 3.3 A set of criteria was used for calling in items to the Corporate Performance Clinics. The 3 top scoring items were presented to the Corporate Performance Clinic meetings.
- 3.4 Following recommendations from the Audit Commission in December 2009, a new minute format for the Corporate Performance Clinic had been used which showed the level of scrutiny applied. Also, included in the new minute format was a heading "Lessons Learnt".
- 3.5 The review panel members perceived that the start time of the Corporate Performance Clinics should be more flexible.
- 3.6 The Terms of Reference for the Corporate Performance Clinic required that the appropriate Scrutiny Committee Chairman be invited to attend the meeting but unfortunately because of the timing of the meetings this was not always possible.
- 3.7 It was considered that an item should be included in the Members' Information Bulletin giving a list of action points from the Corporate Performance Clinic meetings. Members also felt that it would be useful if they could be provided with a quarterly update on all targets called in for the year to check that the agreed progress was being made.
- 3.8 Members perceived that the Corporate Resources Scrutiny Committee would not be able to carry in-depth work on the information presented to the clinics and for this reason felt that the work done by the clinics were excellent.
- 3.9 The Review Panel considered that reassurance and training should be given to Officers who had to attend the Clinics to present items as it could be that the Clinics were the only time that Officers had been in this type of meeting environment.
- 3.10 It had been confirmed that information on what the Clinics did would appear in an issue of Wyred Weekly. The Panel felt that the agenda items should be a mixture of positive and negative items.
- 3.11 Members perceived that the topics that had been discussed at the clinic meetings, should be revisited at a later date.
- 3.12 A Member felt that the Chief Executive should not be Chairman of the Clinic as he is an Officer of the Council. The Chief Executive however, felt that by him chairing the meeting he acted as an independent chairman.
- 3.13 The Leader of the Council had informed the Panel that as the Clinics had only commenced in June 2009, it was perhaps too early to review how they were performing and that it should be reviewed at a later date. It was agreed that the review panel would meet again in

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December 2010 which would be the first anniversary of the new Chief Executive chairing the Clinics.

4. Options

4.1 Recommendations from the Corporate Performance Clinic Review Panel to the Corporate Resources Scrutiny Committee:

- 1. The Chief Executive to remain as Chairman of the Corporate Performance Clinics.**
- 2. The timing of all future meetings of the Corporate Performance Clinic to commence at 4pm.**
- 3. Progress on items raised at the Clinics should be reviewed after six months and reported back to the Corporate Performance Clinic.**
- 4. The Corporate Performance Clinic Review Panel to reconvene in December 2010 time to review the situation.**
- 5. All information presented to the Corporate Performance Clinics to be communicated to staff through team briefings and Wyred Weekly.**
- 6. All information presented to the Corporate Performance Clinics be communicated to Members through the Members Information Bulletin.**
- 7. The Committee/Scrutiny Officer to prepare a report to the Corporate Resources Scrutiny Committee for the meeting on 18th April 2010.**
- 8. The next meeting of the Review Panel booked for 29th March 2010 be cancelled.**

5. Consultation

- 5.1 Officers who had attended the Corporate Performance Clinics.**
- 5.2 All Members.**

6. Related Decisions

- 6.1 N/A**

7. Relevant Council Policies/Strategies

- 7.1 N/A**

8. Implications

8.1 At this stage there are no direct implications arising from this exercise.

9. Equality Impact Needs Assessment

9.1 At this stage no Equality Impact Needs Assessments are required.

10. Wards affected

10.1 No specific wards are affected.

11. Appendices

11.1 None.

12. Background Papers

12.1 Minutes of the Corporate Performance Clinic Review Panel meetings held on 18th February 2010 and 8th March 2010.

12.2 Member Survey Responses

12.3 Officer and Director Survey Responses.

Officer Contact Details:

Name: Sue Saunders

Title: Committee/Scrutiny Officer

Contact Number: 01562 732733

Email: susan.saunders@wyreforestdc.gov.uk