

Open

Corporate Resources Scrutiny Committee

Agenda

6.00pm
Thursday, 9th September 2010
The Earl Baldwin Suite
Duke House, Clensmore Street, Kidderminster



Corporate Resources Scrutiny Committee

Members of Committee:

Chairman: Councillor G W Ballinger
Vice-Chairman: Councillor P B Harrison

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| Councillor J Aston | Councillor A J Buckley |
| Councillor H E Dyke | Councillor N Gale |
| Councillor J Greener | Councillor P V Hayward |
| Councillor T Ingham | Councillor M B Kelly |
| Councillor D J McCann | Councillor J W Parish |
| Councillor M A Salter | Councillor J Thomas |

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.

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 Benjamin Craddock, Assistant Scrutiny/Committee Officer, Civic Centre, Stourport-on-Severn.
Telephone: 01562-732736 or email ben.craddock@wyreforestdc.gov.uk**

Wyre Forest District Council

Corporate Resources Scrutiny Committee

Thursday, 9th September 2010

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. | <p>Appointment of Substitute Members</p> <p>To receive the name of any Councillor who is to act as a substitute, notice of which has been given to the Director of Legal & Corporate Services, together with the name of the Councillor for whom he/she is acting.</p> | |
| 3. | <p>Declarations of Interest</p> <p>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.</p> <p>Members are also invited to make any declaration in relation to Section 106 of the Local Government Finance Act 1992.</p> | |
| 4. | <p>Minutes</p> <p>To confirm as a correct record the Minutes of the meeting held on the 8th July 2010.</p> <p>http://www.wyreforest.gov.uk/council/docs/doc42479_20100708_corp_resources_minute.pdf</p> | 5 |
| 5. | <p>Matters Arising</p> <p>To consider any matters arising from the minutes of the meeting held on the 8th July 2010.</p> | - |
| 6. | <p>Forward Plan</p> <p>To identify any items for scrutiny within the current Forward Plan.</p> | - |
| 7. | <p>Budget Review Panel and Financial Update</p> <p>To consider a presentation from the Director of Resources regarding both the plans for the Budget Review Panel, and also the financial implications to the Council of changes in Central Government funding.</p> | - |
| 8. | <p>Performance Management Action Plan Progress Update</p> <p>To consider a report from the Policy and Performance Officer which informs Members of progress against the Performance Management Action Plan as agreed by the Audit Commission.</p> | 11 |

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| | <p>Report: http://www.wyreforest.gov.uk/council/docs/doc42557_20100909_corp_resources_report.pdf</p> <p>Appendix: http://www.wyreforest.gov.uk/council/docs/doc42594_20100909_corp_resources_report.pdf</p> | |
| 9. | <p>Performance Update - How are we doing?</p> <p>To consider a report from the Policy and Performance Officer which updates Members on the performance of the Council up to 31 July 2010, to include Council Priorities and performance indicators.</p> <p>http://www.wyreforest.gov.uk/council/docs/doc42621_20100909_corp_resources_report.pdf</p> | 18 |
| 10. | <p>Communications Quarterly Update</p> <p>To consider a report from the Strategic Partnerships & Projects Manager which provides Members with a quarterly update on the Council's Communication Programme.</p> <p>Report: http://www.wyreforest.gov.uk/council/docs/doc42625_20100909_corp_resources_report.pdf</p> <p>Appendix 1: http://www.wyreforest.gov.uk/council/docs/doc42636_20100909_corp_resources_report.pdf</p> <p>Appendix 2: http://www.wyreforest.gov.uk/council/docs/doc42666_20100909_corp_resources_report.pdf</p> | 24 |
| 11. | <p>Single Site</p> <p>To consider a report from the Chief Executive which provides an update on progress with regard to purchase of the site and on the project generally.</p> <p>http://www.wyreforest.gov.uk/council/docs/doc42688_20100909_corp_resources_report.pdf</p> | 38 |
| 12. | <p>Co-Opted Members Protocol and Review Panel Protocol and Proposal Form</p> <p>To consider a report from the Principal Committee Officer that appraises Members of proposed changes to scrutiny procedures regarding:</p> <p>(a) Appointment of Co-Opted Members (b) Review Panel Protocol and Proposal Form</p> <p>http://www.wyreforest.gov.uk/council/docs/doc42698_20100909_corp_resources_report.pdf</p> | 41 |
| 13. | <p>Recommendation Tracking</p> <p>To consider the outcomes from recommendations, which fall within this Committee's terms of reference, which were put forward to Cabinet during the municipal year 2009 – 2010.</p> <p>http://www.wyreforest.gov.uk/council/docs/doc42695_20100909_corp_resources_report.pdf</p> | 50 |

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| 14. | <p>Feedback from Cabinet</p> <p>To note the content of the Cabinet action list, following consideration of a recommendation from the Corporate Resources Scrutiny Committee meeting of the 8th July 2010.</p> <p>http://www.wyreforest.gov.uk/council/docs/doc42687_20100909_corp_resources_report.pdf</p> | 60 |
| 15. | <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> | 61 |
| 16. | <p>Press Involvement</p> <p>To consider any future items for scrutiny that might require publicity.</p> | - |
| 17. | <p>To consider any other business, details of which have been communicated to the Director of Legal and Corporate 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> | |
| 18. | <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 the relevant paragraphs of Part 1 of Schedule 12A to the Act”.</p> | |

Part 2 - Not open to the Press and Public

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| 19. | <p>To consider any other business, details of which have been communicated to the Director of Legal and Corporate 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> | |
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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.

| Corporate Resources Scrutiny Committee | Community and Regeneration Scrutiny Committee |
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| <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 Scrutiny Committees) • Asset Management • Single Site • Branding • Budget & Major Policy • Call-In • Communication • Comprehensive Area Assessment • Concessionary Travel • Corporate Plan Review • Customer Services / Worcs Hub • Emergency Planning • Equality & Diversity • Human Resources • ICT • Improvement Plan • Scrutiny Support • Refuse Collection and Recycling • Transformational Change | <ul style="list-style-type: none"> • Parking Services • Cemeteries, Park and Open Spaces • Children and Young People • Climate Change • Community Safety and Accountability • Councillor Call for Action • Crime & Disorder Act • Culture and Arts • Economic Development and Regeneration • Health Improvement • Housing Strategy • Leisure and Community Development • Leisure Centres • Local Development Framework • Markets • Older People • Partner Agencies and LSP • Planning and Sustainable Communities • Public Conveniences • Public Health • Tourism • Transportation and Highways |