

Open

# Corporate Resources Scrutiny Committee

## Agenda

6.00pm  
Thursday, 13th January 2011  
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**

**Councillor J Aston**

**Councillor H E Dyke**

**Councillor J Greener**

**Councillor T Ingham**

**Councillor D J McCann**

**Councillor M A Salter**

**Councillor A J Buckley**

**Councillor N Gale**

**Councillor P V Hayward**

**Councillor H J Martin**

**Councillor J W Parish**

**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.

#### **Co-opted Members**

Scrutiny Committees may wish to appoint Co-Opted Members to sit on their meetings in order to add value to the scrutiny process. To appoint a Co-Opted Member, a Committee must first agree to appoint either a specific person or to approach a relevant organisation to request that they put forward a suitable representative (e.g. the local Police Authority). Co-Optees are non voting by default but Committees can decide to appoint voting rights to a Co-Optee. The Co-Option of the Member will last no longer than the remainder of the municipal year.

Scrutiny Committees can at any meeting agree to terminate the Co-Option of a Co-Opted Member with immediate effect. Where an organisation is appointed to put forward a Co-Opted Member, they are able to send a substitute in exceptional circumstances, provided that they notify Democratic Services in advance. Co-Opted Members must sign up to the Members Code of Conduct before attending their first meeting, failure to sign will mean that they are unable to participate. This also applies to substitute Co-Opted Members, who will need to allow sufficient time before a meeting in order to sign the Code of Conduct.

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.
- ii) The total number of voting Co-opted Members on any Review Panel will not be limited.
- iii) Those Co-opted Members with voting rights will exercise their rights in accordance with the principles 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 Ben Craddock, Assistant Scrutiny/Committee Officer, Civic Centre, Stourport-on-Severn.  
Telephone: 01562-732736 or email [ben.craddock@wyreforestdc.gov.uk](mailto:ben.craddock@wyreforestdc.gov.uk)**

Wyre Forest District Council

Corporate Resources Scrutiny Committee

Thursday, 13th January 2011

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

Part 1, Open to the press and public

Agenda item	Subject	Page Number
1.	<b>Apologies for Absence</b>	
2.	<p><b>Appointment of Substitute Members</b></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 &amp; Corporate Services, together with the name of the Councillor for whom he/she is acting.</p>	
3.	<p><b>Declarations of Interest</b></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><b>Minutes</b></p> <p>To confirm as a correct record the Minutes of the meeting held on the 9th December 2010.</p>	<b>5</b>
5.	<p><b>Matters Arising</b></p> <p>To consider any matters arising from the minutes of the meeting held on the 9th December 2010.</p>	-
6.	<p><b>Forward Plan</b></p> <p>To identify any items for scrutiny within the current Forward Plan.</p>	-
7.	<p><b>New Ways of Working Projects - An Update</b></p> <p>To consider a report from the Chief Executive which updates Members on the work of the Council's Transformation Programme which includes the development of a new Shared Services Strategy.</p>	<b>10</b>
8.	<p><b>Financial Update</b></p> <p>To consider a presentation from the Director of Resources regarding the financial implications to the Council of changes to Central Government funding.</p>	-
9.	<p><b>Report of the Joint Worcestershire Hub Scrutiny</b></p> <p>To consider the recommendations of the Worcestershire Joint Scrutiny Exercise regarding the Worcestershire Hub.</p>	<b>28</b>

10.	<p><b>Corporate Plan Priorities 2010/11- Progress up to November 2010</b></p> <p>To consider a report from the Policy and Performance Officer which informs the Committee of the Corporate Plan Priority actions for 2010/11 and progress made against them up until 30 November 2010.</p>	33
11.	<p><b>Corporate Performance Clinic Update - December 2010</b></p> <p>To consider a report from the Policy and Performance Officer which informs the Committee of the outcomes of items discussed at the Corporate Performance Clinic held on 14 December 2010.</p>	39
12.	<p><b>Single Site Update</b></p> <p>To consider a report from the Chief Executive which provides a brief update on progress since the last meeting of the Committee and outlines the forthcoming critical dates for Members.</p>	43
13.	<p><b>Work Programme</b></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>	46
14.	<p><b>Press Involvement</b></p> <p>To consider any future items for scrutiny that might require publicity.</p>	
15.	<p><b>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.</b></p>	
16.	<p><b>Exclusion of the Press and Public</b></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>	

Part 2, Not open to the Press and Public

17.	<p><b>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.</b></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.

<b>Corporate Resources Scrutiny Committee</b>	<b>Community and Regeneration Scrutiny Committee</b>
<ul style="list-style-type: none"> <li>• Scrutiny Co-ordination (including the allocation of all overview and scrutiny functions not within the specific remit of the Scrutiny Committees)</li> <li>• Asset Management</li> <li>• Single Site</li> <li>• Branding</li> <li>• Budget &amp; Major Policy</li> <li>• Call-In</li> <li>• Communication</li> <li>• Comprehensive Area Assessment</li> <li>• Concessionary Travel</li> <li>• Corporate Plan Review</li> <li>• Customer Services / Worcs Hub</li> <li>• Emergency Planning</li> <li>• Equality &amp; Diversity</li> <li>• Human Resources</li> <li>• ICT</li> <li>• Improvement Plan</li> <li>• Scrutiny Support</li> <li>• Refuse Collection and Recycling</li> <li>• Transformational Change</li> </ul>	<ul style="list-style-type: none"> <li>• Parking Services</li> <li>• Cemeteries, Park and Open Spaces</li> <li>• Children and Young People</li> <li>• Climate Change</li> <li>• Community Safety and Accountability</li> <li>• Councillor Call for Action</li> <li>• Crime &amp; Disorder Act</li> <li>• Culture and Arts</li> <li>• Economic Development and Regeneration</li> <li>• Health Improvement</li> <li>• Housing Strategy</li> <li>• Leisure and Community Development</li> <li>• Leisure Centres</li> <li>• Local Development Framework</li> <li>• Markets</li> <li>• Older People</li> <li>• Partner Agencies and LSP</li> <li>• Planning and Sustainable Communities</li> <li>• Public Conveniences</li> <li>• Public Health</li> <li>• Tourism</li> <li>• Transportation and Highways</li> </ul>