

Minutes of: **PERFORMANCE OVERVIEW AND SCRUTINY COMMITTEE**

Date of Meeting: 19 June 2008

PRESENT: Councillor Sandiford (Chair)
Councillors Crawforth, Evans (substituting for Councillor L Barnes), Lamb, Stansfield and Thorne
Bernard Divine, Co-opted Member

IN ATTENDANCE: Pat Couch, Scrutiny Support Officer

ALSO PRESENT: Councillor Essex, Portfolio Holder, for Finance and Resources
1 Member of the public

1. APOLOGIES FOR ABSENCE

Apologies for absence were received from Councillor L Barnes, Neal and Lesley Noble, Head of Policy and Performance.

2. MINUTES OF THE LAST MEETING

Resolved:

That the minutes of the meeting held on 18 March be approved and signed by the Chair as a correct record.

3. URGENT ITEMS

There were no urgent items for discussion.

4. DECLARATIONS OF INTEREST

There were no declarations of interest.

5. PUBLIC QUESTION TIME

No questions were raised under this item.

6. CHAIRS UPDATE

The Chair welcomed everyone to the meeting indicating that the Committee would be receiving more detailed performance reports which would include Best Value Performance Indicators, Local Area Agreement Targets, Actions and Strategic Risks.

7. END OF YEAR PERFORMANCE REPORTS

The Portfolio Holder for Finance and Resources presented the End of Year Integrated Performance Report for April 2007 to March 2008. He explained that the detailed report had evolved because of the need for Overview and Scrutiny to receive more information on every aspect of the Council's performance.

Councillor Essex discussed each section of the Reports indicating the following

- Both Whitaker Park and Victoria Park were going for Green Flag Status
- Explanation of the new organisational process
- Increase in recycled household waste
- Continued increase in relation to invoices paid on time

In considering the report Members raised the following matters:

- Format of report - specific details to be fed back by the Scrutiny Support Officer to the Head of Policy and Performance
- The Council's Priority of Keeping the Borough Clean and Green which had achieved all its targets and Members asked that a letter of congratulations be sent to the service area for achieving all its targets.
- A request for more detailed commentary and information in Section 4 (Performance Indicators) to support the scrutiny process
- Avoiding the use of acronyms within the report
- Targets within the Human Resource Team. It was agreed that the Head of People and Policy be invited to the next meeting to provide an explanation as to why the targets had not been met in relation to BV2a, BV2b, BV11b, BV11c and BV12.

Councillor Essex encouraged Councillors to accept training on the Covalent System.

Resolved

1. That the End of Year Integrated Performance Report for April 2007 to March 2008, be noted.
2. That the Head of People and Policy be invited to the next meeting to provide an explanation as to why targets had not

been achieved together with details of improvement plans that are in place to ensure targets are met.

3. That a letter of congratulations be sent to Street Scene and Neighbourhood Services for achieving 100% targets.
4. That the Scrutiny Support Officer contact the Head of Customer Services and ICT to seek information on Capita's targets for 2008/09 in relation to accuracy of processing Housing Benefit/Council Tax Benefit claims.
5. That a letter be sent to all Heads of Service requesting that Officers provide more detailed information when completing their notes within the performance reports and avoid the use of acronyms.

8. OVERVIEW AND SCRUTINY ANNUAL REPORT 2007/08

The Chair presented the Annual Report for 2006/07, which was a combined report also being presented to the Policy Overview and Scrutiny Committee.

The Scrutiny Support Officer indicated that the report would be presented to the Full Council meeting on 25th June 2008.

1. That the Overview and Scrutiny Annual Report 2007/08 be noted.
2. That the report be presented to the Full Council for approval.

9 OVERVIEW AND SCRUTINY WORK PROGRAMME 2008/09

Members considered the Work Programme 2008/09. The report included current/ongoing work carried over from the last 12 months as follows:

- Road Safety
- Ring and Ride
- Enforcement

It was agreed that a Task and Finish Group be established to look at Grass Cutting, which is undertaken by 4 agencies and therefore there was a need for a consistent approach.

A concern was raised in relation to the Polling Stations Task and Finish Group which agreed to seek further information from feedback following the last elections in May.

The Chair indicated that the informal Overview and Scrutiny Meeting would be seeking a further meeting with the Elections Manager to discuss this further and report back to a future meeting.

It was agreed that Task and Finish Groups should be limited to two at any one time.

Resolved

That the Work Programme for 2008/09 be agreed.

9. ANNUAL PLAN 2008/09

Members considered the Performance Overview and Scrutiny Committee Annual Plan 2008/09 which highlighted details of reports which would be presented to the Committee during the next 12 months.

It was agreed to include a report from the Member Champion for Older People and also a Performance Report from Rossendale Leisure Trust.

Resolved

That the Annual Plan be noted.

The meeting commenced at 6.30pm and closed at 9.10pm

Signed
(Chair)

Date