

SCRUTINY COMMISSION

Scrutiny
Committed to Improvement

Next meeting: 6.30 p.m. on **TUESDAY, 4 JANUARY 2011**

Venue: **Board Room, Council Offices, Coalville**

The Monitoring Officer would like to remind members that when they are considering whether the following items are exempt information under the relevant paragraph under part 1 of Schedule 12A of the Local Government Act 1972 they must have regard to the public interest test. This means that members must consider, for each item, whether the public interest in maintaining the exemption from disclosure outweighs the public interest in making the item available to the public.

A G E N D A

Item		Page
1. APOLOGIES FOR ABSENCE		-
2. DECLARATION OF INTERESTS		
	Under the Code of Conduct members are reminded that in declaring an interest you should make clear the nature of that interest and whether it is 'personal' or 'prejudicial'.	
3. MINUTES		
...	To confirm the minutes of the meeting held on 9 November 2010.	3
4. FEEDBACK FROM THE LAST ROUND OF SCRUTINY COMMITTEE MEETINGS		-
	Due to inclement weather the Corporate and Communities Scrutiny Committee meetings were postponed and have been re-arranged for 10 and 12 January 2011 respectively.	
	The chairman will invite the chairman of the Environment Scrutiny Committee to provide feedback on meeting during the last round of scrutiny committees.	
5. QUARTERLY PERFORMANCE MANAGEMENT REPORTS – FUTURE FORMAT		
	The Head of Housing and Customer Services will be in attendance to discuss changes to the format of the Quarterly Performance Management Reports to the Scrutiny Committees.	

6. WHAT IS SCRUTINY DOING? -

An update by the Senior Scrutiny Officer

- Working parties (6)
 - Hood Park Open-Air Pool (endorsed by Cabinet)
 - Use of Contractors (endorsed by Cabinet)
 - Benefits of Joining the Transition Town Movement (endorsed by Cabinet)
 - River Mease (Completed: to Cabinet 18/1/11)
 - Housing Responsive Repairs (visit and second meeting postponed due to weather)
 - Member Development (meeting 15/12/10, next meeting 26/1/11)
 - Members' ICT (members appointed, being arranged)
 - Council Transportation (members appointed, being arranged)

7. SUGGESTIONS FOR FUTURE AGENDA ITEMS FOR THE WORK PROGRAMMES -

To consider suggested topics for scrutiny examination and schedule the work programme. It would also be helpful if Members were to consider whether topics are appropriate for written report or working party examinations and agenda size.

8. ANY OTHER BUSINESS

Circulation:

Councillor T Gillard

Councillor A Saffell

Councillor R Woodward

Copies to:

Councillor J Coxon

Councillor P Purver

Councillor C Meynell



SCRUTINY COMMISSION MEETING MINUTES

Tuesday 9 November 2010 – 5.30 p.m.
Board Room

Attendees

Councillors

T Gillard, T Saffell (joined the meeting at 5.35 p.m.), R Woodward (Chairman).

Officers

Christine Fisher, Chief Executive, Keith Gordon, Senior Scrutiny Officer.

1. Apologies for Absence.

There were no apologies for absence received.

2. Declarations of Interest

There were no interests declared.

3. Minutes

Subject to the insertion of the word 'Web' before the word 'site' at the top of the second page, the minutes of the meeting of the Commission held on 21 September 2010 were agreed.

4. Interim Management Structure

The Chief Executive outlined recent changes to the management structure and advised of the progress with the appointment of the finance officer.

In future the Head of Service would attend scrutiny committees although the director or chief executive would be available when appropriate.

5. Resource Library

The Senior Scrutiny Officer reported that a resource library had been established as suggested at the last meeting. Members had not viewed the library and commented that the council website was difficult to negotiate.

6. Feedback from the Last Round of Scrutiny Committee Meetings

The respective Chairmen of the Scrutiny Committees gave feedback on the latest meetings of their committees.

Communities

The Committee had held a good meeting with good attendance. He stressed the need to contain the length of agenda for meetings to ensure that items received sufficient attention and time for effective scrutiny. He referred to regular reports that consumed a lot of committee time.

Environment

The Committee had held a good meeting; the Chairman endorsed the comments of the Communities Chairman and agreed that agenda for meetings were too long. He felt there was a need for additional meetings at the discretion of the Chairman to ensure that all items received adequate attention. He stressed the wide range of responsibilities covered by his committee which meant that some areas did not receive attention at committee. He recognised the constitutional restrictions on meetings of the scrutiny committees and suggested that this should be amended

Corporate

The Committee had held a good meeting.

All members agreed that the current work programme suggested by members covered important aspects of the council's responsibilities and together with a number of regular items led to lengthy agenda that imposed time pressures that restricted the attention that could be given during meetings. A degree of flexibility, not currently offered by the constitution, would be beneficial to enable the Chairman to request additional meetings when appropriate.

It was **AGREED** that the Head of Legal and Democratic Services be informed of the feelings of the meeting so that the necessary changes to the constitution can be included with others at the appropriate time.

7. What is Scrutiny Doing?

The Senior Scrutiny Officer gave details of the progress of the work of the current working parties.

8. Suggestions for Future Agenda Items for the Work Programmes

Members **AGREED** that all topics suggested by members be included in the work programme for report to the appropriate committee. Appointment of working parties could be made by committee when considered appropriate.

9. Any Other Business.

There was no other business.

The meeting closed at 6.15 p.m.

SCRUTINY COMMISSION MEETING MINUTES

Tuesday 4 January 2011 – 6.30 p.m.
Board Room

Attendees

Councillors

T Gillard, T Saffell, R Woodward (Chairman).

Officers

Keith Gordon, Senior Scrutiny Officer, Chris Lambert, Head of Housing and Customer Services.

1. **Apologies for Absence.**

There were no apologies for absence received.

2. **Declarations of Interest**

There were no interests declared.

3. **Minutes**

The minutes of the meeting of the Commission held on 9 November 2010 were agreed.

4. **Feedback from the Last Round of Scrutiny Committee Meetings**

The respective Chairmen of the Scrutiny Committees gave feedback on the latest meetings of their committees.

Communities and Corporate

The Communities and Corporate Committees had been postponed due to bad weather. They had been rearranged for 12 and 10 January 2011 respectively.

Environment

The Committee had considered the report of the River Mease working party. Although no final solution had been found joint work exploring the options had been started and would continue. The report would be presented to Cabinet on 18 January 2011. The Chairman noted that scrutiny reports had been well received by Cabinet with the large majority of recommendations adopted without amendment.

The Committee had also discussed rural issues and specific areas of work would be covered in the future work plan.

5. **Quarterly Performance Management Reports – Future Format**

Chris Lambert, Head of Housing and Customer Services had recently assumed responsibility for the quarterly performance management reports and proposed

making changes in the format in which the data are presented although the changes would not be implemented fully until the end of the current year.

Members expressed the view that while acknowledging the 'on-target' performance greater priority should be given to presenting the data on targets that are being missed or are likely to be missed.

The data should also be presented in more diagrammatic form to help ease understanding.

It was agreed that quarters 3 and 4 reports should be presented in revised form to indicate the direction in which the format was intended. This would enable Members to express views.

Chris Lambert also undertook to write to the political groups.

6. What is Scrutiny Doing?

The Senior Scrutiny Officer gave details of the progress of the work of the current working parties. He confirmed that the Housing Responsive Repairs Scrutiny Working party was meeting next on 17 January 2011 and the Members ICT Scrutiny Working Party was to meet on 20 January 2001.

7. Suggestions for Future Agenda Items for the Work Programmes

The Chairman of the Communities Scrutiny Committee requested that the housing repairs contractor (Lakers) be invited to the next scheduled meeting of the Committee.

8. Any Other Business.

There was no other business.

The meeting closed at 6.55 p.m.