

**CANNOCK CHASE COUNCIL**  
**MINUTES OF THE MEETING OF THE**  
**SCRUTINY COMMITTEE**  
**MONDAY, 8 MARCH, 2010 AT 4.00 P.M.**  
**IN THE CIVIC CENTRE, BEECROFT ROAD, CANNOCK**  
**PART 1**

PRESENT: Councillors

Williams, Mrs. P. (Chairman)

Ansell, Mrs. P.	Mitchell. C.
Bernard, J.D.	Morgan, C.W.J.
Davis, Mrs. M.A.	Pearce, Ms. L.J.
Jones, R.	Thomas, D.
Mawle, D.L.	

(Apologies for absence were received from Councillors J. Beddows, Mrs. A.F. Bernard, C. Collis, M.R. Green, and M.J. Holder )

**32. Declarations of Interests of Members in Contracts and Other Matters and Restrictions on Voting by Members**

None

**33. Minutes**

RESOLVED:

- (A) That the Minutes of the meeting held on 7 December, 2009 be approved as a correct record.
- (B) That an update in respect of Teenage Pregnancy (Item 28), be brought back to the next meeting of the Scrutiny Committee.

**34. Understanding and Responding to the Place Survey**

Consideration was given to a report of the Chief Executive (Enclosure 4.1 – 4.2 of the Official Minutes of the Council). The Chief Executive advised Members that Annex 1 to the report constituted Cabinet's response to the Scrutiny Committee's request for feedback on how activity at Cannock Chase Council could be improved to increase customer satisfaction and enhance the reputation of the Council following receipt of the Place Survey results. Annex 2 to the report was a study undertaken by Westco Ltd, a trading arm of Westminster City Council, to recommend how Cannock Chase Council could achieve these results. Unfortunately, implementing the full range of Westco recommendations would have

additional financial implications for the Council. Nonetheless, there were a number of actions that could be undertaken within existing budgets. The Chief Executive reminded Members of the Council's statutory responsibility to consult and engage with the community.

Members had a wide ranging discussion in respect of the issues relating to consultation, engagement, and communication.

RESOLVED:

That Cabinet's response in relation to the Place Survey results be noted.

### **35. 2009-10 Quarter 3 Performance and Finance Report**

Consideration was given to a report of the Chief Executive (Enclosure 5.1 – 5.15 of the Official Minutes of the Council). The report was considered in conjunction with a Briefing Note of the Chief Executive (Enclosure 6.1 – 6.2, see below), which highlighted areas for improvement within the Council's six Priority Delivery Plans. The Head of Policy, Performance and Partnerships advised Members that overall the picture was a positive one. In respect of the proposed amended targets for actions, in two instances (Draft Emergency Coordination Centre Plan and Draft Procurement Strategy), the revised dates had passed since the report was drafted, so it was proposed that these be amended to 31 March, 2010 (see below). In respect of those 25 indicators for which no rating had been provided, typically, these would relate to information from Partners, or action that was scheduled for later in the year.

RESOLVED:

That:

- (A) The performance outturn for Quarter 3 as detailed at Annexes 2a, 3a, 4a, 5a, 6a and 7a be noted.
- (B) The financial outturn for Quarter 3 as detailed at Annex 2c, 3c, 4c, 5c, 6c and 7c be noted.
- (C) The exception reports (Annexes 2b, 3b, 4b, 5b and 7b) (there were no exception reports for Environmental Sustainability, hence no 6b), detailing the actions taken and actions proposed to be taken by Lead Officers for any action or performance indicator classified as Red or Amber be noted.
- (D) It did wish to further review and / or scrutinise the performance of the Council and/or its Local Strategic Partners in respect of the data provided for the Quarter 3 report.
- (E) In respect of (D) above, the Scrutiny Committee requested that at subsequent meetings the Lead Members of DMT be available to present exception reports relating to their respective PDPs, in order to address any issues over progress. Local Strategic Partners would also be invited to attend subsequent meetings.
- (F) In accordance with paragraph 8.6 of the Scrutiny Terms of Reference, the following proposed changes to the targets for actions / indicators be agreed:

## Corporate Improvement

### (a) Civil Contingencies

- Draft operational and corporate Business Continuity Plan to be completed by 31 March, 2010 (originally June, 2009).
- Draft Emergency Coordination Centre Plan to be completed by 31 March, 2010 (originally, September, 2009).

### (b) Procurement

- Draft Strategy to be completed by 31 March, 2010 (originally October, 2009, then amended to December, 2009).
- Draft Procurement Handbook to be completed by 31 May, 2010 (originally December, 2009).

### (c) Risk Management

- The work on the Winter maintenance inspections to be completed by the end of 2009-10 (originally October, 2009, then amended to December, 2009).

### (d) Locality Profiling – Project plan and locality profiles be reprogrammed to 2010-11 (originally March, 2010).

### (e) Performance Management IT System – Action to be deleted.

(G) The inclusion of information identifying 25 indicators / actions for which no rating had been provided be noted.

(H) The inclusion of information in Annexes 8, 9 and 10 relating to Local Strategic Partnership Performance be noted.

## **36. Performance Management and Priority Delivery Plans Areas for Improvement**

Consideration was given to a briefing note of the Chief Executive (Enclosure 6.1 – 6.2 of the Official Minutes of the Council).

RESOLVED:

That the areas for improvement identified in the Performance Management of the Council's six Priority Delivery Plans be noted prior to the Plans' refresh for 2010-11.

## **37. Prince of Wales Scrutiny Working Group**

The Chairman advised that the Prince of Wales Scrutiny Working Group had held its first meeting on 22 February, 2010 at the Prince of Wales. Councillor Mrs. P. Williams had been elected to the Chair, with Councillor C. Collis as her Vice Chairman. The Working Group had determined the initial areas of concern for which further information or investigation was required:

- How the Theatre was marketed
- Operating costs

- Other revenue streams
- Internal trading
- Programme / pricing of events
- Community use
- Departmental recharges for the last financial year 2008/09
- Fees and charges for professional and community groups for 2008/09

The meeting closed at 5.15 pm.

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CHAIRMAN