

OVERVIEW AND SCRUTINY COMMITTEE PERFORMANCE AND RESOURCES

MINUTES OF MEETING HELD ON 29 SEPTEMBER 2006

Present: Councillors Mrs Y Clarkson (Chair); M McVeigh; A Johnston; A Norwood; R Salkeld; P Watson.

Apologies for absence were received from Councillors E Brenan; P Tyson.

Officers: M Jepson, Head of Legal and Democratic Services (ITEM 5 only); J Salt, Head of Customer Services; S Borwick, Head of Finance and Business Development; H Kozich, Performance Improvement Manager; M Robinson, Audit and Fraud Prevention Manager (Item 10); K Dowle, Fraud Prevention Team Leader (Item 10); Ms J Murray, Scrutiny Support Officer; L Taylor, Member Services Technical Support Officer

Minutes

The minutes of the meetings held on 17 July 2006 were agreed and signed by the Chair as a correct record.

OSCPR125 Members Code of Conduct

Members received a power point presentation on the Members Code of Conduct from the Head of Legal and Democratic Services which included a question and answer session. The Head of Legal and Democratic Services agreed to supply members with examples of cases brought before the Standards Board, as it was felt that this could help clear up some of the areas included in the code that could be misinterpreted.

OSCPR126 Major Projects and Contingencies Fund

Members received a report from the Head of Finance and Business Development on the major projects and contingencies funds. The report contained an overview of both the major projects and contingencies funds, and included details of contributions and expenditure made to the Major Projects Fund and an analysis of the contingency budget for 2005/06. The change of purpose of the major projects fund was noted and accepted and it was

AGREED: that a recommendation be made to change the name of the Major Projects fund to the 'Reserves' fund.

OSCPR127 Budget Criteria Review

Members discussed the suggested revised criteria for budget evaluation. The first filter, the revised flowchart which included a step that questioned whether the bid would help meet corporate plan objectives or achieve efficiency savings was considered. It was suggested that a further step be introduced, which challenges whether other methods of delivery have been considered. Members considered whether the questions asked of each bid should be scored against the New Draft Corporate Plan 2007/12 or the existing Corporate Plan 2006/07. It was agreed that as the budget setting process is for expenditure in 2007/08 that the Draft Corporate Plan 2007/12 should be used. Concerns were raised that the weightings for each of the criterion could be argued and as such an opportunity for consultation between members and Corporate Team should be given.

It was therefore **AGREED** that the revised evaluation criteria be circulated to all members and corporate team for comment before formal recommendations are made to the Budget working Party.

OSCPR128 Customer Service Commitments

Members received a report on the progress of the Customer Service Commitments which were introduced to inform customers of the level of service that should be expected from Copeland Borough Council. Members commented that no data had been included in the report to measure progress. The Committee were informed that the Chief Executive wished to review and redevelop the content of the Commitments it was

AGREED that a more detailed report, which included the revised commitments and monitoring arrangements would be brought back to this Committee in six months. In the interim, it was agreed that the Head of Customer Services would let Members know exactly what could be monitored.

OSCPR129 Wednesday Opening Hours

Members received and noted a report outlining the benefits brought by later opening on Wednesdays. The committee were informed of the various topics covered within Customer Services as the time had been used to deliver a variety of training sessions and messages to staff.

OSCPR130 Revised Sanctions Policy

Members received and noted the Draft Sanctions Policy prior to its submission to the Executive for approval. Members were informed that this would replace the existing Prosecution Policy. Officers were congratulated on the quality of the report.

OSCPR131 Forward Plan

The forward plan of key decisions to be taken by Executive was received and noted

OSCPR132 Work Plan

The work plan of the Overview and Scrutiny Committees was received and noted

The Meeting Closed at 3:35pm

Signed:.....

Date:.....