

BROMSGROVE DISTRICT COUNCIL

MEETING OF THE OVERVIEW AND SCRUTINY BOARD

MONDAY, 22ND OCTOBER 2012 AT 6.00 P.M.

PRESENT: Councillors S. R. Colella (Chairman), P. Lammas (Vice-Chairman), C. J. Bloore, J. S. Brogan, K. A. Grant-Pearce, Mrs. J. M. L. A. Griffiths, R. J. Laight, P. M. McDonald, Mrs. C. J. Spencer, C. R. Scurrall (Substitute) and L. J. Turner

Officers: Ms. J. Pickering, Ms. D. Poole, Ms. T. Beech, Ms. J. Bayley and Ms. A. Scarce

45/12 **APOLOGIES**

Apologies for absence were received from Councillors Dr. B. T. Cooper, Mrs. R. L. Dent and S. P. Shannon.

46/12 **DECLARATIONS OF INTEREST AND WHIPPING ARRANGEMENTS**

Councillor J. S. Brogan declared an other disclosable interest in respect of Minute No. 54/12 as reference was made to his employer under that item.

47/12 **MINUTES**

The Minutes of the Overview and Scrutiny Board meeting held on 10th September 2012 were submitted.

RESOLVED that the minutes be approved as a correct record.

48/12 **PRESENTATION - TRANSFORMATION PERFORMANCE REPORTING**

The Board received a presentation from the Head of Transformation in respect of the Future of Performance Reporting. Members were provided with an overview of the Shared Services and systems thinking processes, including details of areas which had already been through the transformation intervention process and a detailed explanation of “the model for check” process. The following areas were also included within the presentation:

- The strategic purposes of the Council and how these had been established.
- Performance measures - how these could be used to control and improve the delivery of services and the capability and variation system.

- The use of Measures by managers and staff within their work on a daily basis and how those measures would enable managers to take the necessary action in order to improve performance.
- Performance Reporting –it was confirmed that this would continue to be on a quarterly basis and would initially be a combination of some old measures and new measures put in place following transformation.
- The use of operational and strategic measures, input from Portfolio Holders and the availability of reports on the intranet.

Following the presentation Members raised and discussed the following areas in more detail:

- The definition of value and failure demand
- The method of system thinking adopted by the Council and the savings and any financial implications arising from this.
- Members' involvement in providing local knowledge and residents' views.
- The difficulty in bench marking against other authorities in order to measure any improvements made from using the new processes.
- The implementation of the new performance reporting system (which would begin from April 2013) and any relevant training that would be provided for Members.
- The barriers to change and how to overcome those barriers.
- Checks that would be put in place to ensure that any problems within a service area were addressed as quickly as possible.
- Portfolio Holder involvement in the reporting process.
- The role of the Board in monitoring performance.

Officers confirmed that the Board would continue to receive the quarterly Customer Services Performance Report. After further discussion it was

RESOLVED that the presentation be noted.

49/12 **LOCAL STRATEGIC PARTNERSHIP - BOARD INVESTIGATION**

The Chairman informed Members that this item had been brought back to the Board for further consideration following the receipt of additional information. Members discussed the following areas in detail:

- The process of bringing this item back to the Board following its consideration at the meeting held on 10th September 2012.
- The provision of services to young people through the Positive Activities scheme and the role of the County Council.
- The investigation carried out in 2007 by the Air Quality Task Group and the opportunity to revisit the recommendations that were put forward and current areas of concern in respect of air quality within the District.

RESOLVED:

- (a) that a Task Group be established to undertake a more in-depth investigation into Air Quality and CO2 Emissions by re-visiting the Air Quality Task Group completed in December 2007 and that Councillor S. P. Shannon be appointed Chairman;
- (b) that a Task Group be establish to undertake a more in-depth investigation into Positive Activities for Young People in the district and that Councillor Mrs. J. M. L. A. Griffiths be appointment Chairman;
- (c) Members (who are not Members of the Cabinet) be invited to join the Task Groups. Should nominations exceed the recommended number of Members for a task group, details be brought to the Board meeting to be held on 19th November 2012 for further consideration and agreement; and
- (d) The Chairman of each Task Group report back to the Board meeting to be held on 19th November 2012 with details of the Terms of Reference.

50/12

QUARTER 1 SICKNESS ABSENCE PERFORMANCE AND HEALTH REPORT

The Board considered the Sickness Absence Performance and Health Report for the quarter ending 30th June 2012. The Executive Director, Finance and Resources provided Members with details of the recording of sickness absence for those teams which had become shared services with effect from 1st April 2012 and the recording method for those services which were currently only partially shared. Members were informed that the second quarterly report would include details of reasons for absences. Members were also provided with details of the Employee Assistance Programme which came into effect from 1st July 2012. Initial feedback in respect of this scheme from staff had been positive.

The following areas were discussed in detail:

- The introduction of Sickness clinics – which included the Head of Services, a representative from both Human Resources and the relevant union.
- The definition of long term sickness (the Executive Director, Finance and Resources to confirm the exact number of days) and the support provided in order to achieve a satisfactory outcome wherever possible in respect of long term sickness absence.
- Retirement due to ill health and the involvement of Occupational Health.
- A staff survey and the inclusion of a question in respect of the return to work interviews which are carried out. It was confirmed that the result of any such survey would be available to the Board for consideration.
- Officers to consider reflecting the number of staff absent due to sickness alongside the number of days lost by the Council due to sickness absence in future Sickness Absence Performance Monitoring reports.
- The review of the Sickness Absence Policy.

RESOLVED that the Sickness Absence Performance and Health Report be noted.

51/12 **6 MONTH SUMMARY OF ENVIRONMENTAL ENFORCEMENT ACTION TAKEN (1ST APRIL TO 30TH SEPTEMBER 2012)**

The Chairman reminded Members that the Board had requested this report following a presentation received at the meeting held on 23rd April 2012 and that it was for information only. Members discussed the following areas in detail:

- There had only been 1 dog fouling investigation in the 6 month period under review.
- The reasons why 45 of the 57 fly tipping investigations had resulted in no further action being taken.
- When vehicles were removed and disposed of by the Council what costs were incurred and did the Council seek reimbursement of these or did the Council receive any income from the disposal of such vehicles? (Officers to provide Members with further information.)
- Members commented that they had found it difficult to contact the Community Safety Team due to a change in work pattern. Although praise was given to the response received in respect of the Graffiti Team.

RESOLVED that the Board receive a further Summary of Environmental Enforcement Action Taken for the 3 months ending 31st December 2012 and that Officers be requested to attend in order to respond to Members' questions.

52/12 **OVERVIEW & SCRUTINY BOARD QUARTERLY RECOMMENDATION TRACKER**

The Board considered the Quarterly Recommendation Tracker and noted that a response was still awaited in respect of the recommendations from the Review of Recreation Road South Car Park Task Group.

53/12 **ACTIONS LIST**

The Board considered the Action List and noted that several actions remained outstanding. Officers confirmed that these would be followed up and responses provided as soon as possible. Actions arising from this meeting would also be included within the list.

54/12 **WCC HEALTH OVERVIEW & SCRUTINY COMMITTEE**

In the absence of the Board's representative, Councillor Dr. B. T. Cooper, the Chairman informed Members that the meeting of Worcestershire County Council Health Overview and Scrutiny Committee (HOSC) arranged for 11th October 2012 had been cancelled and the next meeting was due to take place on 6th November 2012. Any questions which Members would like Councillor

Dr. Cooper to raise at that meeting should be passed to Officers as soon as possible.

The Board discussed in detail the recent announcements from the Joint Service Review in respect of the Alexandra Hospital and asked that a written response be requested in respect of the outstanding points raised following the Board meeting held on 16th July 2012.

55/12 **OVERVIEW AND SCRUTINY BOARD WORK PROGRAMME**

Officers informed Members that the CCTV and Telecare Manager was unable to attend the Board meeting to be held on 19th November 2012 and therefore a presentation in respect of the role of CCTV Team would be put back to the meeting to be held on 19th December 2012.

It was noted that the Board meeting to be held on 19th November 2012 would now include updates and the consideration of the terms of reference in respect of the task groups agreed at Minute No. 49/12.

The Board discussed the format of the Budget Scrutiny meeting to be held on 4th December 2012 to which all Members would be invited. The Executive Director, Finance and Resources informed Members that the Council was not expecting to receive details of the Grant Settlement until the end of December 2012.

RESOLVED that subject to the above amendments, the Work Programme be noted.

56/12 **FORWARD PLAN OF KEY DECISIONS 1ST OCTOBER 2012 TO 31ST JANUARY 2013 (FOR INFORMATION ONLY)**

The Forward Plan of Key Decisions was noted by the Board.

The meeting closed at 7.36 p.m.

Chairman

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