

SCRUTINY & OVERVIEW COMMITTEE

8TH SEPTEMBER 2014

Present: Councillors: George Cockman (Chairman), John Chidlow, Roger Clarke, David Coldwell, Leonard Crosbie, Duncan England, Kate Rowbottom, David Skipp, Diana van der Klugt, Tricia Youtan

Apologies: Councillors: Philip Circus, Laurence Deakins, Brian Donnelly, Brian O'Connell, David Sheldon

Also present: Councillor: Christian Mitchell

Officer: Katharine Eberhart, Director of Corporate Resources

SO/25 **MINUTES**

The minutes of the meeting of the Committee held on 7th July 2014 were approved as a correct record and signed by the Chairman.

SO/26 **DECLARATIONS OF INTEREST**

There were no declarations of interest.

SO/27 **ANNOUNCEMENTS FROM THE CHAIRMAN OF THE COMMITTEE OR THE CHIEF EXECUTIVE**

There were no announcements.

SO/28 **REPLIES FROM CABINET/COUNCIL REGARDING SCRUTINY AND OVERVIEW RECOMMENDATIONS**

There were no replies to report.

SO/29 **BUSINESS IMPROVEMENT WORKING GROUP - TO RECEIVE AN UPDATE FROM THE CHAIRMAN AND NOTES OF THE MEETING HELD ON 8TH JULY 2014 AND THE AGENDA FOR THE MEETING TO BE HELD ON 9TH SEPTEMBER 2014**

A Member of the Business Improvement Working Group presented the notes of the meeting held on 8th July 2014 and the agenda of the meeting to be held on 9th September 2014.

The Business Improvement Working Group would consider the reasons for the Council's lack of a Five Year Land Supply; information would be presented at the Working Group meeting to be held on 9th September 2014.

SO/29 Business Improvement Working Group - to receive an update from the Chairman (continued)

RESOLVED

That the notes of the Business Improvement Working Group meeting, held on 8th July 2014, be received.

REASON

All notes of Working Group meetings are to be received by the Committee.

SO/30 **CRIME AND DISORDER WORKING GROUP – TO RECEIVE AN UPDATE FROM THE CHAIRMAN**

The Chairman of the Crime and Disorder Working Group reported that the Working Group would meet in the near future to consider the performance in relation to the Community Safety Partnership action plans.

RESOLVED

To note the update given in respect of the Crime and Disorder Working Group.

REASON

All Working Group updates are to be received by the Committee.

SO/31 **FINANCE AND PERFORMANCE WORKING GROUP – TO RECEIVE AN UPDATE FROM THE CHAIRMAN AND NOTES OF THE MEETINGS HELD ON 3RD JULY AND 13TH AUGUST 2014**

The Chairman of the Finance and Performance Working Group presented the notes of the meetings held on 3rd July and 13th August 2014.

The Working Group had received further details of the budget for Phase 2 of the West Street, Horsham project and had requested a specific breakdown of the lighting and planting costs when those were finalised.

The Chairman of the Working Group had queried the total salary costs for casual and agency staff for the first quarter in 2014/15. He had been informed that ICT, Planning and Operational Services had employed a significant number of casual/ agency staff. The Director of Corporate Resources stated that the salary figures, to be presented at the next Finance and Performance Working Group meeting, would include a fuller explanation of the variances between the budgeted and actual salary costs.

SO/31 Finance and Performance Working Group - to receive an update from the Chairman (continued)

The Director explained that the first quarter figures related to a period of transition when interim staff were employed, but not budgeted for, prior to new Heads of Service taking up their posts; those senior posts had now been filled. Further, the ICT salary figures reflected the use of a number of agencies to deliver Council projects.

The Working Group would receive a new report format which combined a summary of financial and performance data with information for each department and the accompanying text provided by each service manager.

The Working Group had received a presentation about CIL (Community Infrastructure Levy) and would provide its comments for consideration at the Council meeting in October 2014.

RESOLVED

That the notes of the Finance and Performance Working Group meetings, held on 3rd July and 13th August 2014, be received.

REASON

All notes of Working Group meetings are to be received by the Committee.

SO/32 **SOCIAL INCLUSION WORKING GROUP – TO RECEIVE AN UPDATE FROM THE CHAIRMAN**

There had been no further meetings of the Social Inclusion Working Group; the next meeting would be held on 22nd September 2014.

The Committee agreed that the review of the effectiveness of provision for local residents who are financial hardship should be undertaken by the Social Inclusion Working Group along with co-opted Councillors who wished to participate.

RESOLVED

To note the update given in respect of the Social Inclusion Working Group.

REASON

All notes of Working Group meetings are to be received by the Committee.

SO/33 **HEALTH PROVISION WORKING GROUP – TO RECEIVE AN UPDATE FROM THE CHAIRMAN AND NOTES OF THE MEETING HELD ON 4TH AUGUST 2014**

The Chairman of the Health Provision Working Group presented the notes of the meeting held on 4th August 2014.

The Chairman of the Working Group had attended the CCG's Governing Body meeting on 2nd September 2014.

The Working Group would next meet on 15th September 2014 and would discuss the CCG's Strategic Service Development Plan and its Five Communities Plan. The Working Group would consider the CCG's specific proposals for and the potential future role of Horsham Hospital.

The Cabinet Member for a Safer and Healthier District would be invited to attend the Working Group meeting in October 2014.

RESOLVED

That the notes of the Health Provision Working Group meeting held on 4th August 2014 be received.

REASON

All notes of Working Group meetings are to be received by the Committee.

SO/34 **TRADE WASTE WORKING GROUP – TO RECEIVE AN UPDATE FROM THE CHAIRMAN**

There had been no further meetings of the Trade Waste Working Group.

The Working Group would next meet in February 2015, rather than in October 2014, to consider whether its recommendations had been progressed and implemented.

RESOLVED

To note the update given in respect of the Trade Waste Working Group

REASON

All Working Group updates are to be received by the Committee.

SO/35 **JOINT SCRUTINY TASK AND FINISH GROUP FOR THE COMMUNITY
LEGAL ADVICE SERVICE CONTRACT - UPDATE**

The Committee noted that, in relation to the contract for generalist legal advice to the public, some West Sussex councils had concerns about the tendering process and were considering how best to proceed.

SO/36 **TO RECEIVE ANY SUGGESTIONS FOR THE SCRUTINY AND OVERVIEW
WORK PROGRAMME**

The Committee received a formal submission from the Cabinet Member for Arts, Heritage and Leisure to review the Council's policy on heritage. The Committee agreed to undertake that review in 2015.

SO/37 **PROPOSED WORK PROGRAMME 2014/15**

The Committee considered its draft work programme for 2014/15.

It was agreed that the Social Inclusion Working Group would review the effectiveness of provision for local residents in financial hardship.

The Business Improvement Working Group was reviewing the Council's lack of a Five Year Land Supply and also property and asset management.

The Committee agreed to establish a working group to review the induction and training of newly elected Councillors. The working group would comprise Councillors Chidlow, Clarke, Coldwell, England, Rowbottom and van der Klugt.

The Committee agreed to establish a working group to review car parking provision within new developments. Councillors Chidlow, Coldwell and Donnelly would form part of that working group membership.

The Committee would also establish a working group to review the funding gap for infrastructure work west of Horsham. Members would be invited to participate.

The working group to review the Council's policy on heritage would be established in time for the review to commence in 2015.

One proposed topic had been withdrawn: to compare the Cabinet system for decision-making against a Committee system. That could be a topic for 2015/16 following the Council elections in May 2015.

The review of the Council's communication policy had been deferred.

SO/38 **ITEMS NOT ON THE AGENDA BUT CONSIDERED URGENT**

There were no urgent items.

The meeting finished at 6.35 p.m. having commenced at 5.30 p.m.

CHAIRMAN