

Time commenced - 6.00 pm
Time finished - 7.10 pm

**SCRUTINY MANAGEMENT COMMISSION
30 MAY 2007**

Present: Councillor Higginbottom (in the Chair)
Councillors Carr, Dhindsa, Jones, and Poulter

01/07 Apologies for Absence

Apologies for absence were received from Councillors Bayliss, Ingall and Webb.

02/07 Late items introduced by the Chair

There were no late items

03/07 Declarations of Interest

There were no declarations of interest.

04/07 Minutes

The minutes of the meeting held on 10 April 2007 were confirmed as a correct record and signed by the Chair.

05/07 Call – In

The Commission considered a report which set out details of the procedure and associated protocol for call-in of a decision.

Resolved to note the report.

Items for Discussion

06/07 Performance Eye

No items had been selected for this meeting.

Resolved to consider the percentage for Non Domestic Rates and Council Tax Collection collected at a future meeting.

07/07 Retrospective Scrutiny

No items had been selected for this meeting.

Resolved to consider the Fire Escape at the Silk Mill which had been considered

by the Environment Commission at a previous meeting.

08/07 Emergency Planning

The Commission considered a report which stated that the Commission had requested bi-annual reports on the Council's Emergency Planning activities and work programme. The report was the first of those bi-annual reports. The report gave details of local, regional and national exercises which were held in February 2007 to test the arrangements for agencies dealing with a flu pandemic. Issues raised and lessons learnt from the City exercise would be included in a future review of the Council's Business Continuity Plan. The 2007/08 Work Programme for Emergency Planning had been prepared to meet the requirements of the Civil Contingencies Act 2004 and was appended to the report.

Resolved to note and approve the report and work programme.

09/07 Best Value Performance Plan

The Commission considered a report which stated that the latest update of the Local Government Act 1999 Part 1 Best Value and Performance Improvement had confirmed the reduction in the requirements of the Best Value Performance Plans (BVPP) particularly for better performing councils. Following the publication of amended guidance a review of the 2006 BVPP was completed to reduce the level of information included in both the Corporate Plan 2007-10 and the BVPP.

Resolved

- 1. To note the draft Best Value Performance Plan for 2007-10.**
- 2. To note the Council's performance in delivering our priorities, as measured through the Best Value Performance Indicators and Corporate Plan measures, focusing on any areas of underperformance.**
- 3. To note that where appropriate, performance workshops will be held with the relevant Cabinet Portfolio Member, Scrutiny Commission Chair and Assistant Director responsible for the service to explain reasons for poor performance and provide support for improvement.**

10/07 Notification of IDeA Peer Review and Meeting with Chair of Scrutiny

The Commission were informed that as part of the IDeA Peer Review, the review team had asked to meet with Chairs of Scrutiny for an hour on Tuesday 12 June 2007 from 4pm to 5pm. The Focus group would be led by the peer review member. The Commission had been asked to encourage Chairs attendance and participation.

Resolved to request the Overview and Scrutiny Co-ordination Officer to e mail all Scrutiny Chairs strongly recommending that they or their Vice Chair attends the peer review meeting.

11/07 Overview and Scrutiny Performance Management /Monitoring Workshop

The Commission were reminded about a Performance Monitoring Workshop which had been arranged for 25 June 2007. It would take place in the Council Chamber and meeting room 5 at the Council House at 1pm. The workshop would include why performance monitoring was important and how best to do it, a refresher on the use of Performance Eye and introduce a performance monitoring template that had been developed and a performance monitoring case study.

Resolved to recommend as many Members as possible to attend.

12/07 Overview and Scrutiny Commissions Work Planning and Resources for 2007/08

The Commission considered a report which stated that at the beginning of the municipal year it was usual for each Overview and Scrutiny Commission to consider its work plan and to select any topics that they wish to review in the coming year. The following suggestions were made:

- Derby City Partnership
- Neighbourhood Agenda
- Derby Community Safety Partnership
- Raising the External Profile of Overview and Scrutiny

It was felt that for the neighbourhood agenda it would be better to wait until guidance on the new legislation was received in the autumn.

Resolved

- 1. To receive an overview at the next meeting for each area and then decide the work programme.**
- 2. To receive a briefing on new legislation when it became available.**

13/07 Overview and Scrutiny Training

The Commission considered a report which stated that in response to the views of members the Overview and Scrutiny Co-ordination Team had developed a modular training package covering:

- Getting started
- Conducting Reviews
- Conducting Scrutiny
- Engaging the public
- Selecting Topics
- Interviewing

The Co-ordination team could also provide members with training in the use of Performance Eye.

Resolved that Commission members contact the Overview and Scrutiny Co-ordination Team to arrange delivery of any training that they wished to undertake.

14/07 Council Cabinet Forward Plan

The Commission examined the items on the Forward Plan which were relevant to the Commissions remit.

Resolved not to request any new items.

15/07 Responses from Council Cabinet to any Reports of the Commission

There were no responses to any reports of the Commission.

16/07 Matters referred to the Commission by Council Cabinet

There were none.

Chair of the next ensuing meeting
at which these minutes were signed