Dear Sir/Madam,

A meeting of the OVERVIEW JOINT SCRUTINY COMMISSION will be held in the Council Chamber, Town Hall, Nuneaton on Monday, 22\textsuperscript{nd} October, at \textbf{5.00 p.m.}

Public Consultation will commence at 5.00 p.m.

Yours faithfully,

ALAN FRANKS
Managing Director

To: All Members of the Overview Joint Scrutiny Commission

Mrs. L. Price ( ) Members)
AGENDA

1. EVACUATION PROCEDURE

A fire drill is not expected, so if the alarm sounds please evacuate the building quickly and calmly. Please use the stairs and do not use the lifts. Once out of the building, please gather outside the Yorkshire Bank on the opposite side of the road.

Exit by the door by which you entered the room or by the fire exits which are clearly indicated by the standard green fire exit signs.

If you need any assistance in evacuating the building, please make yourself known to a member of staff.

Please also make sure all your mobile phones are turned off or set to silent.

2. APOLOGIES - To receive apologies for absence from the meeting.

3. MINUTES - to confirm the minutes of the meeting held on the 31st May, 2012 (Page 5)

4. DECLARATIONS OF INTEREST - To receive declarations of Disclosable Pecuniary and Other Interests, in accordance with the Members’ Code of Conduct.

Note: Following the adoption of the new Code of Conduct, Members are reminded that they should declare the existence and nature of their personal interests at the commencement of the relevant item (or as soon as the interest becomes apparent). If that interest is a Disclosable Pecuniary or a Deemed Disclosable Pecuniary Interest, the Member must withdraw from the room.

Where a Member has a Disclosable Pecuniary Interest but has received a dispensation from Standards Committee, that Member may vote and/or speak on the matter (as the case may be) and must disclose the existence of the dispensation and any restrictions placed on it at the time the interest is declared.

Where a Member has a Deemed Disclosable Interest as defined in the Code of Conduct, the Member may address the meeting as a member of the public as set out in the Code.
Note: Council Procedure Rules require Members with Disclosable Pecuniary Interests to withdraw from the meeting unless a dispensation allows them to remain to vote and/or speak on the business giving rise to the interest.

Where a Member has a Deemed Disclosable Interest, the Council’s Code of Conduct permits public speaking on the item, after which the Member is required by Council Procedure Rules to withdraw from the meeting.

5. PUBLIC CONSULTATION - Members of the public will be given the opportunity to speak on specific agenda items if notice has been received.

6. CHAIRS’ REPORTS – to follow
   (a) Economic and Corporate Overview and Scrutiny
   (b) Housing, Health and Communities Overview and Scrutiny
   (c) Planning and Environment Overview and Scrutiny

7. LEGISLATIVE CHANGES (LOCALISM ACT) – presented by the Director – Governance and Recreation.

8. OPPORTUNITIES TO SCRUTINISE – presented by Principal Democratic Services Officer (Committees).

9. BALANCED SCORE CARD - attached for information. (Page 9)

10. UPDATED WORK PROGRAMME 2012/13 -
   (a) New Items

11. ANY OTHER ITEMS which in the opinion of the Chair of the meeting should be considered as a matter of urgency because of special circumstances (which must be specified).
CORPORATE PLAN AIMS AND PRIORITIES

**Aim 1**
- To improve the quality of life and social justice for residents so it is much closer to that enjoyed by the rest of Warwickshire.

**Priority 1**
- To provide a choice of housing to meet the needs of the residents of the Borough.

**Priority 2**
- To create a healthy, diverse and robust economy which provides employment opportunities for local people.

**Priority 3**
- To work in partnership to improve health and reduce health inequalities for residents in the Borough.

**Priority 4**
- To develop a confident, cohesive and diverse community.

**Aim 2**
- To work in partnership to reduce the level of crime and disorder so that the community is and feels safer.

**Priority 1**
- Dealing with anti-social behaviour by working in partnership and provide diversionary activities to engage with youngsters.

**Priority 2**
- Environmental improvements and support for selective CCTV to reduce fear of crime.

**Priority 3**
- Use of the Council’s enforcement powers to support community safety initiatives.

**Aim 3**
- To provide a pleasant environment for those living, working and visiting the Borough.

**Priority 1**
- To create a greener and cleaner environment.

**Priority 2**
- To lead in environmental issues addressing climate change and protection of the environment.

**Aim 4**
- To provide quality services which represent value for money.

**Priority 1**
- To continue to improve the performance and quality of key services.

**Priority 2**
- To improve access arrangements for all Council services and the way that those who use them are treated.

**Priority 3**
- To use value for money procedures to test the way all services are delivered.
A meeting of the Overview Joint Scrutiny Commission was held at the Town Hall, Nuneaton, on Thursday, 3 March, 2012.

Present


Apologies for absence were received from Councillors R.G. Copland, V.N.J. Fowler, P.J. Gilbert, N.G. Grant, K.A. Kondakor, D.C. Navarro and D. O’Brien

29. Selection of Chair for 2012/13

RESOLVED that Councillor G.D. Pomfrett be appointed Chair of the Overview Joint Scrutiny Committee for the year 2012/13.

COUNCILLOR G.D. POMFRETT IN THE CHAIR

30. Minutes

RESOLVED that the minutes of the meeting held on the 26th March, 2012 be approved.

Declarations of Interest

Councillor J.A. Jackson declared a personal interest in any item by reason of her being a Member of Warwickshire County Council.

Councillor C.M. Watkins declared a personal interest in any item by reason of being a member of the Nuneaton and Bedworth Leisure Trust Board.

Councillor B.L. Hawkes declared a personal interest in any item by reason of him being an employee of the Housing Department.
Welcome and Introductions

Shirley Round, Principal Overview and Scrutiny Officer welcomed everyone to the first meeting of the Overview Joint Scrutiny Commission for the new municipal year and gave a brief outline of the function of the Commission.

She also introduced to the meeting Georgina Atkinson, Democratic Services Team Leader at Warwickshire County Council who was going to talk to the meeting about Joint Working with Warwickshire County Council.

31. Development of Overview and Scrutiny Function in 2012/13

(a) What is Overview and Scrutiny

Shirley Round gave an outline of the purpose of the overview and scrutiny panels, which can consider items from Members and members of the public or referrals from Cabinet or Council. Working groups arising from the overview and scrutiny panels look at items which need more in depth consideration. Overview and scrutiny panels should engage with the public and with communities.

She referred to other processes:

Call-In - which prevents Cabinet/Council decisions being made until the item has been discussed at an overview and scrutiny panels meeting; and

Councillor Call for Action - which deals with ward items which Ward Members have consistent complaints about by bringing all parties together to discuss the particular item.

(b) Joint Working with Warwickshire County Council

Georgina Atkinson from Warwickshire County Council spoke to the Commission about improving links in respect of overview and scrutiny with the County.

She spoke of sharing work programmes to see if any scrutiny pieces of work could be co-ordinated.

She also spoke of ways to formally engage with the County in task and finish groups and inviting Members of the Borough Council to attend meetings or send written submissions if issues relate to both the borough and the county in order to feed in borough’s view to ensure that matters can be resolved at a strategic level.
Members commented as follows:

Not all of the districts have scrutiny panels.

The Council would want to continue with its own scrutiny, for example the George Eliot Children’s series. How would the County react to this.

Warwickshire County Council does not allow substitute members to attend - if there was joint working, would they then allow this.

Particularly with health scrutiny, we would wish it to be dealt with at a local level and retain our own independent role.

Who would take the lead in respect of the location and timing of meetings, concern about travel problems. Meetings about local issues should be held locally and not at Shire Hall.

No problem looking at joint working as long as it is a meaningful exercise.

Concern about items concerning health (such as new entrance to George Eliot Hospital, quality of care, discharge policy and waiting times at Walsgrave Hospital) and how these would figure in deliberations.

There was a feeling of cynicism as the County had got rid of Area Panels.

Mention was made of the Forward Plan to try to establish whether there was a tie between the County and the Borough to know whether there are policies which affect both authorities and on which the Councils can work together.

Members were informed that joint working was not just about health but was also about planning, the environment, alcohol, licensing, etc. and that to pool resources may enable more reviews to take place and that it was beneficial to discuss in a more open forum.

Councillor Watkins requested that if a joint working group was set up to look at unadopted roads, he wished to be a member of that group.

(c) Questionnaire Results

The results of the Overview and Scrutiny Members Questionnaire were discussed.
It was agreed that there would be a tightening up of work programme requests so that everyone knows what is expected.

Reviews are to be scoped at the first meeting.

Clearer recommendations and outcomes are to be presented to Cabinet and vice versa in order to add greater value.

More should be done to encourage Cabinet Members to attend the Overview and Scrutiny Panel meetings. Members should be able to question Cabinet members at the meetings.

32. Work Programme

Various suggestions were made for items to be included on the work programmes as follows:

(a) Designated Public Places Order (joint Overview and Scrutiny review)
(b) Gipsies and Travellers
(c) Review of Green Gyms
(d) Air Quality Management

It was agreed that each Overview and Scrutiny Panel should have ownership of their own work programme. Once the Panels have agreed their programmes, they would be approved by the Monitoring Officer in consultation with the Chair of the Overview Joint Scrutiny Commission.

33. Strategic Performance Report (end of Year)

The Strategic Performance Report was considered.

RESOLVED that the report be noted.
Month: September 2012 (Data at the end of August 2012)

Commentary for Strategic Performance Report

Capital Programme Spend – delay in laying out of land relating to cemetery at Eastboro Way.

Finance and Resources

No additional comment on any underperforming services.

People and Service Delivery

No additional comment on any underperforming services.

Prospects for improvement

No additional comment on any underperforming services.
Month: September 2012 (Data at the end of August 2012)

Commentary for Strategic Performance Report

Processes

Absence Management

“Red” (below target) as the result for August 2012 was 0.80 days/FTE (1.20 days/FTE last month). The cumulative for 2012/13 is 4.99 days, against the profiled target of 3.73 days (annual target 8.96 days).

By comparison, the result for August 2011 was 0.73 days/FTE, Cumulative 2011/12 3.41 days/FTE (annual target 9.22 days/FTE).

Summary for the month:

<table>
<thead>
<tr>
<th>Service Unit</th>
<th>No. of FTE</th>
<th>FTE Short Term Days Lost</th>
<th>FTE Long Term Days Lost</th>
<th>Total FTE Days Lost</th>
<th>Total Days Lost per FTE</th>
<th>Long term days lost per FTE</th>
</tr>
</thead>
<tbody>
<tr>
<td>Directorate</td>
<td>4.30</td>
<td>0</td>
<td>0</td>
<td>0</td>
<td>0</td>
<td>0</td>
</tr>
<tr>
<td>Assets and Street Services</td>
<td>133.96</td>
<td>52</td>
<td>103</td>
<td>155</td>
<td>1.17</td>
<td>0.78</td>
</tr>
<tr>
<td>Business Improvement</td>
<td>54.61</td>
<td>20</td>
<td>22</td>
<td>42</td>
<td>0.76</td>
<td>0.40</td>
</tr>
<tr>
<td>Finance and Procurement</td>
<td>68.47</td>
<td>14</td>
<td>43</td>
<td>57</td>
<td>0.83</td>
<td>0.63</td>
</tr>
<tr>
<td>Governance and Recreation</td>
<td>50.90</td>
<td>0</td>
<td>22</td>
<td>22</td>
<td>0.43</td>
<td>0.43</td>
</tr>
<tr>
<td>Housing and Communities</td>
<td>189.30</td>
<td>66</td>
<td>93</td>
<td>159</td>
<td>0.84</td>
<td>0.49</td>
</tr>
<tr>
<td>Regeneration and Public Protection</td>
<td>85.49</td>
<td>7</td>
<td>26</td>
<td>33</td>
<td>0.38</td>
<td>0.30</td>
</tr>
<tr>
<td>Total</td>
<td>584.83</td>
<td>159</td>
<td>309</td>
<td>468</td>
<td>0.80</td>
<td>0.53</td>
</tr>
</tbody>
</table>

FTE = Full Time Equivalent  Note: Directorate includes trade union reps.

Health and Safety

Fire Safety has slipped against profile (2 of 5 targets achieved so far). Asbestos is on target and Legionella is unchanged (3 are on target and 1 below). Issues relating to resources regarding contractor monitoring have improved.
## 1. Finance and Resources

<table>
<thead>
<tr>
<th></th>
<th>Good Performance</th>
<th>June</th>
<th>July</th>
<th>Current Month - August</th>
<th>Trend</th>
<th>Comment</th>
</tr>
</thead>
<tbody>
<tr>
<td>Revenue Forecast Outturn (surplus)/deficit</td>
<td>£0 - (£150k)</td>
<td>(36)</td>
<td>(70)</td>
<td>(6)</td>
<td>#</td>
<td>Refer to budget variance report.</td>
</tr>
<tr>
<td>HRA Revenue Outturn</td>
<td>£0 - (£250k)</td>
<td>(259)</td>
<td>(440)</td>
<td>(528)</td>
<td>#</td>
<td>Refer to budget variance report.</td>
</tr>
<tr>
<td>GF Capital Programme Spend</td>
<td>0</td>
<td>0</td>
<td>(145)</td>
<td>(145)</td>
<td>#</td>
<td>August profiled target is 70%.</td>
</tr>
<tr>
<td>HRA Capital Programme Spend</td>
<td>0</td>
<td>0</td>
<td>0</td>
<td>0</td>
<td>#</td>
<td>August profiled target is 49.10%.</td>
</tr>
<tr>
<td>Sundry Debt Collection</td>
<td>94.50%</td>
<td>65.57%</td>
<td>63.76%</td>
<td>69.51%</td>
<td>#</td>
<td>August profiled target is 70%.</td>
</tr>
<tr>
<td>Council Tax Collection</td>
<td>97.80%</td>
<td>29.83%</td>
<td>39.46%</td>
<td>48.96%</td>
<td>#</td>
<td>August profiled target is 49.10%.</td>
</tr>
<tr>
<td>Business Rates Collection</td>
<td>98.20%</td>
<td>31.22%</td>
<td>40.79%</td>
<td>50.41%</td>
<td>#</td>
<td>August profiled target is 50.20%.</td>
</tr>
</tbody>
</table>

## 2. People and Service Delivery

<table>
<thead>
<tr>
<th></th>
<th>Good Performance</th>
<th>June</th>
<th>July</th>
<th>Current Month - August</th>
<th>Trend</th>
<th>Comment</th>
</tr>
</thead>
<tbody>
<tr>
<td>Customer feedback by channel (overall)</td>
<td>Top quartile above 56%</td>
<td></td>
<td>67%</td>
<td>68%</td>
<td>#</td>
<td>F2F = 57%</td>
</tr>
<tr>
<td></td>
<td>Top 10 councils 73 - 86%</td>
<td></td>
<td></td>
<td>68%</td>
<td>#</td>
<td>TEL = 91%</td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td>WEB = 36%</td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td>E-MAIL = 72%</td>
</tr>
<tr>
<td>NI 192 – Percentage of total waste recycled</td>
<td>45.00%</td>
<td>Not available</td>
<td>Not available</td>
<td>#</td>
<td>One month in arrears of other indicators.</td>
<td></td>
</tr>
<tr>
<td>CCTV – Number of incidents captured that lead to, or assist in police arrests</td>
<td>Not applicable</td>
<td>44</td>
<td>65</td>
<td>Not available</td>
<td>#</td>
<td>One month in arrears of other indicators.</td>
</tr>
</tbody>
</table>

## 3. Processes

<table>
<thead>
<tr>
<th></th>
<th>Good Performance</th>
<th>June</th>
<th>July</th>
<th>Current Month - August</th>
<th>Trend</th>
<th>Comment</th>
</tr>
</thead>
<tbody>
<tr>
<td>CELPI 14 - Working days lost to sickness absence</td>
<td>8.96 days</td>
<td>2.99</td>
<td>4.19</td>
<td>4.99</td>
<td>#</td>
<td>Annual result at the end of March 2012.</td>
</tr>
<tr>
<td>Personal Development Reviews (annual)</td>
<td>100%</td>
<td>67%</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

## 4. Prospects for Improvement

<table>
<thead>
<tr>
<th></th>
<th>Good Performance</th>
<th>3rd Quarter 2011/12</th>
<th>4th Quarter 2011/12</th>
<th>Current Quarter- 1st, 2012/13</th>
<th>Trend</th>
<th>Comment</th>
</tr>
</thead>
<tbody>
<tr>
<td>Quarterly Corporate Plan Delivery Plan monitoring process</td>
<td>80%</td>
<td>73%</td>
<td>74%</td>
<td>67%</td>
<td>#</td>
<td># = see commentary</td>
</tr>
</tbody>
</table>
**Planning & Env OSP WORK PROGRAMME 2012/13**

- Designated Public Place Order Review
- Monitoring Quality of Glendale Contract
- Air Quality Management
- Borough Plan (inc SHLAA)
- Dog Control Orders Review Report
- Green Gyms Review
- RIPA Update
- Draft Allotment Policy & Strategy

**ECO & CORP OSP WORK PROGRAMME 2012/13**

- Voluntary & Community Sector Performance Reports
- Website Development & Improvement
- Emergency Communication Plans
- NBBC Equality Scheme
- Assessment of Blue Badge Parking Charges
- Risk Register

**Housing, Health & Communities OSP**

- Community Safety Partnership Performance Report (Quarterly)
- Housing Market Rents Approach
- Modernisation of Drug & Alcohol Treatment Service Update
- Avenue Clinic Update
- Mental Health Provision for Children & YP Update
- Sheltered Housing Review Update
- GEH Foundation Trust Status
<table>
<thead>
<tr>
<th>Overview Joint Scrutiny Commission - 31.10.12</th>
</tr>
</thead>
<tbody>
<tr>
<td>NABSCOP Strategic Assessment (Annual)</td>
</tr>
<tr>
<td>Youth Provision</td>
</tr>
<tr>
<td>Family Intervention Project Update</td>
</tr>
<tr>
<td>ASB Strategy</td>
</tr>
<tr>
<td>Tenant Scrutiny Report</td>
</tr>
<tr>
<td>Civic Hall Report</td>
</tr>
</tbody>
</table>