

To: All Members and Substitute
Members of the Corporate
Overview and Scrutiny Committee
(Other Members for Information)

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Date: 5 November 2009

Membership of the Corporate Overview and Scrutiny Committee

Cllr Ken Reed (Chairman)	Cllr Peter Martin
Cllr Bryn Morgan (Vice-Chairman)	Cllr Tom Martin
Cllr Mrs Gillian Beel	Cllr Stephen Mulliner
Cllr Brian Ellis	Cllr David Munro
Cllr Jim Edwards	Cllr Steven Renshaw
Cllr Mrs Mary Forszewski	Cllr Ms Jane Thomson
Cllr Bob Frost	Cllr John Ward
Cllr Peter Isherwood	Cllr Mrs Liz Wheatley
Cllr Alan Lovell	

Substitutes

<u>Conservative</u>	<u>Liberal Democrat</u>	<u>Independent</u>
Cllr Ross Welland	Cllr Mrs Celia Savage	Cllr Victor Duckett
Cllr Julian Hubble		
Cllr Stuart Connolly		
Cllr Mrs Patricia Ellis		

Dear Councillor

A meeting of the CORPORATE OVERVIEW AND SCRUTINY COMMITTEE will be held as follows:-

DATE: MONDAY 16th NOVEMBER 2009
TIME: 7.00 P.M.
PLACE: COUNCIL CHAMBER, COUNCIL OFFICES, THE BURYS,
GODALMING

The Agenda for the meeting is set out below.

Yours Sincerely

MARY ORTON
Chief Executive

This meeting will be webcast and can be viewed by visiting

<http://www.waverley.ukcouncil.net>

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NOTES FOR MEMBERS

Members are reminded that contact officers are shown at the end of each report and members are welcome to raise questions etc in advance of the meeting with the appropriate officer.

The meeting will be preceded by informal public questions from 7pm (for a maximum of 15minutes) and if no members of the public are present to ask questions at 7pm then the Committee meeting will start immediately.

AGENDA

1. **MINUTES**

To confirm the Minutes of the Meeting held on 15 September 2009 (to be laid on the table half an hour before the meeting).

2. **APOLOGIES FOR ABSENCE AND SUBSTITUTES**

To receive apologies for absence and to report any substitutions.

3. **DISCLOSURE OF INTERESTS**

To receive from Members declarations of personal and prejudicial interests in relation to any items included on the agenda for this meeting, in accordance with the Waverley Code of Local Government Conduct.

4. **QUESTIONS BY MEMBERS OF THE PUBLIC**

The Chairman to respond to any questions received from members of the public of which notice has been duly given in accordance with Procedure Rule 10.

FORWARD WORK PROGRAMME

5. **EXECUTIVE FORWARD PROGRAMME** (Page 7)

[Wards Affected: N/A]

To receive, for information, the forward programme of key decisions considered by the Executive at its meeting on 3 November 2009, attached as APPENDIX A, and to identify any issues on which the Committee would wish to comment.

Recommendation

To note the Executive Forward Programme of key decisions, and make comments where relevant.

PERFORMANCE MANAGEMENT

6. **PERFORMANCE MANAGEMENT REPORT QUARTER 2 (July - Sept) 2009/10** (Page 11)

[Executive Portfolio Holder for Performance Management: Cllr M H W Band]
[Wards Affected: All].

Waverley's Performance Management Framework (PMF) contains a number of National Indicators (NI) and locally defined indicators that assist Members and officers in identifying current improvement priorities, and progress against the objectives set out in the Council's Corporate Plan.

The indicators in Waverley's PMF are reviewed quarterly by the Executive. The report at APPENDIX B, (Annexe 1) details performance for the second three-month period of 2009/10 those indicators within the remit of the Corporate Overview & Scrutiny Committee.

Recommendation

That the Corporate Overview & Scrutiny Committee considers the performance figures for quarter 1 as set out in Annexe 1, and submits its comments and observations to the Executive.

OVERVIEW AND SCRUTINY ITEMS

7. **IMPLEMENTATION OF NEW POWERS FOR OVERVIEW AND SCRUTINY COMMITTEES** (Page 25)

[Portfolio Holder: ALL]
[Wards Affected: ALL]

At its meeting in June this year the Committee received a report on recent changes in legislation that provide new powers for overview and scrutiny committees. The report at APPENDIX C, which is being presented in a slightly modified form to the Council's other two overview and scrutiny committees, provides Members with further information on these new powers, both in relation to the scrutiny of the Surrey Local Area Agreement and the scrutiny of the work of Waverley's Crime and Reduction Partnership.

The report also updates members on work that is currently being undertaken by the Surrey Overview and Scrutiny Officers Group to develop a framework

for local authorities in Surrey to work together to carry out scrutiny of these and other strategic and county-wide issues of common concern.

Recommendation

It is recommended that the Committee:

- (i) Notes the information provided on the implementation of the new powers for overview and scrutiny committees.**
- (ii) Considers whether it wishes to pass any observations to the Executive regarding the proposed framework for collaborative scrutiny working between local authorities in Surrey.**

8. REPORT OF THE DISCRETIONARY EXPENDITURE REVIEW SUB-COMMITTEE (Page 41)

[Executive Portfolio Holder for Finance : Cllr Mike Band]
[Wards Affected: All]

The Discretionary Income and Expenditure Sub-Committee requested further analysis on the geographical split of discretionary expenditure and income throughout the Borough to extend the work presented to the Corporate O&S Committee in November 2008. The report at APPENDIX D extends the scope of the exercise as requested, updates the figures for the current year and presents them over the four planning areas. Members are asked to make any observations on the figures included in Annexe 1 and refer these to the Executive.

Recommendation

That the Committee:

- i) consider the geographical split of discretionary expenditure and income as set out in Annexe 1 and pass any observations on the figures to the Executive**
- ii) agree that future reports be prepared on the same basis, with budget book headings retained, for consistency**

9. SCOPING REPORT – UNIT COSTS AND SERVICE COMPARISON (Page 77)

[Executive Portfolio Holder for Finance ; Cllr Mike Band]
[Wards Affected: All]

The report, at APPENDIX E asks Members of the Committee to consider and agree the scope of an in-depth review of the unit costs of some of Waverley's key services and functions. The review will aim to build on existing work and develop the comparison of services and unit costs with other organisations to

support the identification of further opportunities for service improvements and efficiencies.

RECOMMENDATION

That the Committee consider the proposed scope of the review into unit costs and service comparisons and instruct officers accordingly.

10. **EXCLUSION OF PRESS AND PUBLIC**

To consider the following recommendation on the motion of the Chairman:

Recommendation

That pursuant to Procedure Rule 20 and in accordance with Section 100A(4) of the Local Government Act 1972, the press and public be excluded from the meeting during consideration of the following item(s) on the grounds that it is likely, in view of the nature of the business to be transacted or the nature of the proceedings, that if members of the public were present during the item(s), there would be disclosure to them of exempt information (as defined by Section 1001 of the Act) of the description specified in the appropriate paragraph(s) of the revised Part 1 of Schedule 12A to the Local Government Act 1972 (to be identified, as necessary, at the meeting).

11. **ANY ISSUES TO BE CONSIDERED IN EXEMPT SESSION**

To consider any matters (if any) relating to aspects of any reports on this agenda which, it is felt, may need to be considered in Exempt session.

**For further information or assistance, please telephone
Linda Redford, Democratic Services Officer, on extension 3351 or
01483 523351.**

