

AUDIT AND PERFORMANCE SCRUTINY COMMITTEE

Minutes of the meeting held on Thursday, 26th May 2011 at Retford Town Hall

Present:

Councillors: R B Carrington-Wilde (Chair)
Mrs V A Bowles, H Burton, I J Campbell, D Challinor, P Douglas, C Entwistle,
G Freeman, M T Gray, P C Offer, C Palmer, D Potts, J B Rickells, A A D Tromans,
C Troop and C Wanless

Officers: D Armiger, G Blenkinsop, S Brown, A Burton, C Crossland, M Hill, L Hull, N Taylor,
R Theakstone and T Winfield

Also present: S Greaves

Standards Committee Members: None

1. WELCOME AND INTRODUCTION

The Chairman welcomed Members to the Committee and thanked the previous Chairman, Councillor P C Offer for his diligent work chairing the Committee.

2. APOLOGIES FOR ABSENCE

Apologies for absence were received from Councillor B Jones and Mrs V Wanless.

3. DECLARATIONS OF INTEREST BY MEMBERS AND OFFICERS

(a) Members

There were no declarations on interest by Members.

(b) Officers

There were no declarations of interest by officers.

4. MINUTES OF THE MEETING HELD ON 28TH APRIL 2011

RESOLVED that the Minutes of the meeting held on 28th April 2011 be approved.

5. MINUTES FOR ACTION AND IMPLEMENTATION

RESOLVED that the Minutes for Action be received.

6. OUTSTANDING MINUTES LIST

RESOLVED that the Outstanding Minutes List be received.

Key Decisions

None

Other Decisions

7. REPORT(S) OF THE DIRECTOR OF RESOURCES

(a) Budget Monitoring and Capital Programme Update Report to 31 March 2011

Members were informed of: the spending position for the period 1st April to 31st March 2011 for the Councils General Fund, Housing Revenue and Capital Programme; any significant variances from the approved budgets; the requested approval for variations and additions to the existing Capital Programme; proposed resourcing of the Capital Programme and the level of Council capital resources available, including capital receipts; updates on regeneration projects and sites that are not monitored through the Council's Capital Programme; updates on Treasury Management Budget issues; and the regular quarterly update on performance against the approved Treasury Management Prudential Indicators for the period ending 31st March 2011

Elected Members asked questions on: possible changes to the way the Capital Programme is financed and Sports Development grants.

RESOLVED that:

1. The position in regard to revenue and capital budget monitoring be noted.
2. The proposed resourcing of the Capital Programme and the level of capital receipts currently available to fund any further capital expenditure be noted
3. The update on the Langold Lake key regeneration project be noted.
4. The quarterly update on performance against the approved treasury management prudential indicators for the period ending 31st March 2011 be noted.
5. The weekly investment balances made throughout the fourth quarter of the financial year, in conjunction with the security, liquidity and yield benchmarking data for the Council be noted.

(b) Annual Governance Statement 2010/11 and Action Plan 2011/12

Members were presented with the Annual Governance Statement 2010/11 and Action Plan 2011/12 which will be presented to full Council on the 29th June 2011. The Annual Governance Statement 2010/11 and the Annual Governance Statement Action Plan for 2011/12 were appended to the report.

An Elected Member asked a question on the cost of internal and external audit.

(Councillor C Entwistle joined the meeting during consideration of this item.)

RESOLVED that:

1. The Annual Governance Statement 2010/11 be approved
2. The Annual Governance Statement Action Plan for 2011/12 be approved

(c) Progress on Annual Governance Statement Action Plan 2010/11

Members were updated on the achievement of specific actions outlined within the Annual Governance Statement Action Plan for 2010/11. There were a total of 12 specific actions approved for 2010/11, and of these, 9 were completed during the year. The remaining three actions will be carried forward into the new municipal year.

RESOLVED that the progress in achieving the actions within the Annual Governance Statement Action Plan 2010/11 be noted.

8. REPORT(S) OF THE DIRECTOR OF CORPORATE SERVICES

(a) Corporate Plan Scorecard – Year End 2010/11

Members were presented with an update regarding the performance of the Councils Corporate Plan 2010-2013 and progress made from 1st April 2010 to 31st March 2011. The Corporate Plan Scorecard was appended to the report. The Scorecard covers the 4 priorities of the Corporate Plan: Customer, People, Process, Financial.

Elected Members raised issues/asked questions on: affordable housing, repeat incidents of domestic violence and customer service.

An Elected Member asked that congratulations be given to officers for achieving targets and improving customer satisfaction.

RESOLVED that:

1. The Corporate Plan Scorecard be received and performance noted for the period 1 April 2010 to 31 March 2011.
2. Congratulations be given to officers for achieving targets and improving customer satisfaction.

(b) Service Scorecards- Year End 2010/11

Members were presented with a report which provided an update on the performance of each individual Service for the 2010/11 Municipal year. The scorecards covered four key areas: Customer, People, Process, Financial. The report included information on Service delivery action plan actions, performance indicators and contributions to the corporate plan projects.

The Service Plans had 670 actions that were due to have been completed between 1 April 2010 and 31 March 2011 of which 638, 95%, have been completed.

Each Head of Service or their representative presented their scorecard report, copies of which were appended to the report.

Elected Members raised issues/asked questions on: repeat incidents of domestic violence, brand management, the cinema, affordable homes, planning appeals and Retford Market Square.

Members asked that Human Resources Staff be complemented on the low level of sickness absence.

RESOLVED that:

1. The Service Scorecards be received and performance noted 2010/11
2. Human Resources Staff be complemented on the low level of sickness absence.
3. A breakdown of domestic violence incidents regarding number of male and female offenders/victims be circulated to Members.

(c) Performance Indicators – Target Setting

Members were asked to consider the targets for the Council's Performance Indicators (PIs) for 2011/12, which were appended to the report.

RESOLVED that:

1. The targets for 2011/12 performance indicators, as identified in Appendix 1 of the report, be approved.
2. The adoption of the specified new PIs, as identified in Appendix 1 of the report, be approved.

(d) APSC Work Programme 2011/12

Members were asked to consider and agree the Work Programme for the municipal year 2011/12 which was appended to the report. It was noted that the two functions, audit and scrutiny, will be separated and considered at alternate committee meetings.

RESOLVED that:

1. The Work Programme for 2011/12 be adopted.
2. An enlarged copy of the APSC work programme 2011/12 be circulated to Members.

(e) Complaints Annual Report 2010/11

Members were presented with an annual summary of complaints dealt with by the Council for 2010/11. The number of complaints for the year has decreased by 23% compared to 2009/10.

RESOLVED that the Councils Annual Report for Complaints 2010/11 is received and progress noted.

SECTION B – ITEMS FOR DISCUSSION IN PRIVATE

Key Decisions

None.

Other Decisions

None.

9. ANY OTHER BUSINESS WHICH THE CHAIRMAN CONSIDERS TO BE URGENT

As there was no other urgent business to consider, the Chairman closed the meeting.