

## CHILTERN DISTRICT COUNCIL

### MINUTES of the Meeting of the PERFORMANCE & RESOURCES OVERVIEW COMMITTEE held on 12 AUGUST 2014

**PRESENT:** Councillor A D Garnett - Chairman  
                  " C H Spruytenburg - Vice Chairman

Councillors: J L Gladwin  
                  D W Phillips  
                  J S Ryman  
                  N Stewert  
                  M Vivis  
                  C J Wertheim

**APOLOGIES FOR ABSENCE** were received from Councillors S P Berry, D Spate and A P Williams.

**ALSO IN ATTENDANCE:** Councillor Mrs I A Darby, P Martin, M Stannard and F Wilson.

#### 15 MINUTES OF PREVIOUS MEETING

The Minutes of the Performance & Resources Overview Committee held on 25 June 2014, copies of which had been previously circulated, were agreed by the Committee and signed by the Chairman as a correct record; subject to an amendment to Minute No. 13 – Sycamore Road Car Park extension and resurfacing, that the purchase of land was not confined to back gardens, where appropriate.

In relation to Minute No. 6 it was noted that the Committee had received a briefing update on the Council Tax Support Scheme in respect of the discretionary council tax support scheme and recovery action against customers in receipt of Council Tax Support and actions taken to support those in difficulty.

#### 16 DECLARATIONS OF INTEREST

There were no declarations of interest.

#### 17 28 DAY NOTICE FORWARD PLAN & WORK PROGRAMME

No items remained outstanding on the Work Programme of the Committee.

Members reviewed the draft Forward Plan, due to be published on 22 August 2014, to identify potential topics for review. The Committee agreed that there were no further items that they wished to include on the Work Programme at this time.

### RESOLVED

1. That the Work Programme of the Committee be noted.

- 2. That no further items from the Forward Plan be added to the Work Programme of the Performance and Resources Overview Committee at this time.**

## **18 PERFORMANCE INDICATOR TARGETS 2014-2017**

The Committee considered a report which provided information on the targets set for performance indicators for 2014/15, 2015/16 and 2016/17. Members were advised that performance indicators targets were set and actual performance monitored. It was noted that a more extensive review had been undertaken, this year, particularly where shared services were to be in place at the start of the performance year ie. Building Control, Community Safety, Housing and Licensing. As a result of the review a number of new performance indicators had been introduced for the new joint service areas. As part of the shared service review for the Policy, Performance and Communications team, an evaluation exercise was being undertaken to establish whether all performance indicators were still required, if there were opportunities to reduce the number of indicators or introduce more applicable ones.

The Committee welcomed the review of the Performance Indicators and requested that the revised indicators be reported to a future meeting of the Performance and Resources Overview Committee. Members considered the content of the report in detail and highlighted the following points:-

- Consider potential impact of ICT helpdesk performance on other Council Services
- Avoid use of TBCs in the Performance Indicators report
- Removal of fly tipping performance figures identified a delay between removal and recording of removal and the process was currently being reviewed

### **RESOLVED:**

**That the Performance Indicators and future targets were confirmed as approved.**

## **19 QUARTERLY PERFORMANCE INDICATOR REPORT (Q1 2014-2015)**

The Committee considered the report which outlined the performance of Council services against performance indicators and service objectives during April to June 2014.

### **RECOMMENDATION:**

- i) That Cabinet note the performance report; and**
- ii) That Cabinet approve a changed to the targets which related to the joint indicator reporting on the overall satisfaction with the service across Chiltern and South Bucks, following the request**

that the targets be amended to 2014/15, 93% and 2015/16, 94% from 94% and 95% respectively; which was to enable the new shared service to settle down with the 2016/17 target reverting to 95%.

## 20 TREASURY MANAGEMENT REPORT - APRIL TO JUNE 2014

In accordance with the Treasury Management Policy, the Committee received a report which set out the activities of the Treasury Management operation for the quarter ending 30 June 2014.

Members were advised that all the Council's investments were managed in-house. The investment criteria and parameters within which the treasury section works are set out in the Treasury Management Practices (TMP) document.

The Head of Finance reported that the implementation of the new Banking Contract will commence on 15 September 2014.

### RECOMMENDATION:

That Cabinet note the treasury management activity in the quarter April to June 2014.

## 21 STANDING ITEM: PROGRESS REPORT TO THE JOINT COMMITTEE

Members received the Programme Management Progress Report from the Chiltern & South Bucks Joint Committee on 16 July 2014. The Chairman noted that a significant amount of change had taken place but the services were still delivering well and all staff involved were complimented.

## 22 EXCLUSION OF THE PUBLIC

### RESOLVED –

That under section 100 (A) (4) of the Local Government Act 1972 (as amended) the public be excluded from the meeting for the following item(s) of business on the grounds that they involved the likely disclosure of exempt information as defined in Part 1 of Schedule 12A of the Act.

*Note: The relevant paragraph number from Part 1 of Schedule 12A is indicated at the end of the Minute heading.*

## 23 JOINT WASTE COLLECTION CONTRACT - CONSIDERATION OF CONTRACTOR'S NOTICE OF CHANGE

The Committee received a report which updated members on the current Joint Waste Collection Contract and specific consideration was requested in relation to the Contractor's Notice of Change.

The report outlined the details of a chronological record of what had happened and sought full consideration of the issues. Members were advised that the request for notice of change had been considered by the Joint Waste Committee, and the notice of change request was to be considered by a Special Meeting of Cabinet on 23 September 2014 to either accept, either in full or in part, or refuse.

Following full and detailed consideration of the item the Committee requested that a further special meeting of the Performance and Resources Overview Committee be held during mid September to consider further legal and contract information as requested, which included:

- Attendance of the Principal Lawyer and Bevan Britton to attend the special meeting
- Copy of itemised information as requested by the Committee in respect of further clarification of contractual and legal documentation

#### **RESOLVED:-**

**To defer further consideration and recommendation of this item pending more detailed discussion at a special meeting of Performance & Resources Overview Committee in September 2014.**

#### **24 LONDON ROAD DEPOT OUT TURN REPORT**

The Committee considered the report which outlined the successful completion of the depot project, and its financial out-turn, which involved significant investment in infrastructure improvement works.

#### **RECOMMENDATIONS:**

- i) That Cabinet note the successful conclusion for the above project; and**
- ii) That Cabinet note the project underspend of £14,000 had been allocated towards roofing work required on the main site office in order to assist the conclusion of the lease review between CDC and BCC.**

**The meeting ended at 8.25pm**