



**MINUTES OF A MEETING OF THE
CORPORATE SCRUTINY COMMITTEE
HELD ON 14th NOVEMBER 2018**

PRESENT: Councillor J Oates (Chair), Councillors M Summers, C Cooke, R Ford, S Goodall, Dr S Peale, B Price and P Standen

CABINET Councillor Chesworth

The following officers were present: Michael Buckland (Head of Revenues), Anica Goodwin (Executive Director Organisation) and Jo Hutchison (Democratic and Elections Officer)

38 APOLOGIES FOR ABSENCE

Apologies for absence were received from Councillor T Jay

39 MINUTES OF THE PREVIOUS MEETING

The minutes of the meeting held on 10th October 2018 were approved and signed as a correct record.

(Moved by Councillor M Summers and seconded by Councillor Dr. S Peale)

40 DECLARATIONS OF INTEREST

There were no Declarations of Interest.

41 RESPONSES TO REPORTS OF THE CORPORATE SCRUTINY COMMITTEE

None

42 CONSIDERATION OF MATTERS REFERRED TO CORPORATE SCRUTINY COMMITTEE FROM CABINET

None

43 2018/19 FORWARD PLAN

The Committee considered the Forward Plan for 2018/19.

44 CUSTOMER PORTAL

The Portfolio Holder for Culture and Operational Services introduced the Head of Revenues who updated the Committee on the progress made on the Customer Portal project since the project had received approval from Cabinet in September 2017.

In particular it was reported that following a procurement process Civica had been appointed to deliver a Customer Portal and the initial delivery would focus on Revenues and Housing.

The Committee sought clarification and received assurances in a number of areas including:

- the ability of the procured service to coordinate with other Council systems;
- the accessibility of the service to customers and the continuation of a face to face service for customers who required it;
- whether the anticipate savings from the project would be delivered within year;
- how costs were being managed to ensure delivery to budget;
- the robustness of the IT infrastructure to ensure business continuity of the service;
- whether the management resources were available to support the project.

The Head of Revenues agreed to revert to the Committee on the following points:

- the annual ongoing costs, including licence fees, payable in respect of this service;
- consideration of the robustness of the IT infrastructure to support this service delivery.

RESOLVED that the Committee's Work Plan be updated to include an update to this Committee in June 2019.

(Moved by Councillor Dr S Peple and seconded by Councillor B Price)

45 QUARTER 2 PERFORMANCE REPORT 2018/19

The Report of the Leader of the Council on Quarter 2 Performance 2018/19 was received by the Committee and the Executive Director Organisation attended the meeting to respond to questions raised by the Committee. It was noted that the report would be further considered by Cabinet on 29th November 2018.

The Committee sought clarification in a number of areas in the report which included:

- The upward trend in discretionary housing payments as well as the increase in housing rent arrears and the impact of Universal credit payments;
- The impact on the Council of the Chancellor's Budget changes in terms of rebates on Council Tax to small businesses;

- The expected returns from the Commercial Investment Strategy and any changes in the percentage rate target;
- The colour coding on the General Fund and Housing Revenue Account tables in the report;
- How the grant for works undertaken at Kerria and Tinkers Green had been incorporated in the Housing Revenue Account figures;
- The reasons for the extent of the favourable variance in the Finance line of the General Fund;
- An update on the status of pond dredging works and in particular the silt analysis report;
- The sample size of the Feeling the Difference Survey;
- Details on the projects included within the performance measures for Commercial opportunities in business decision making;
- Clarification on the RAG status for Visitor Numbers as well as feedback from local business on the Fireworks Display.

Councillor B Price left the meeting.

RESOLVED

That Corporate Scrutiny Committee endorsed the Quarter 2 Performance Report 2018/19 and its presentation to Cabinet

That the Housing team be invited to the Committee to provide an overview of the impact of discretionary housing payments as well as the increase in housing rent arrears and the impact of Universal credit payments upon the Council and that the item be added to the Committee's Work Plan;

That an update on the Assembly Rooms be provided to the next Corporate Scrutiny Committee meeting and the Work Plan be amended accordingly;

That the Executive Director Organisation provided an update by circulation to the Committee in respect of the clarifications sought.

(Moved by Councillor J Oates and seconded by Councillor Dr S Peaple)

46 WORKING GROUP UPDATES

46.1 Festive Grants Recommendations

The Committee received the Report of the Working Group on Festive Ward Grants Review. The Working Group comprised Councillors Simon Peaple, Simon Goodall, Richard Ford and Martin Summers. The Working Group reported that the application of the scheme had generally worked well.

RESOLVED That Cabinet be requested to investigate the potential for there to be more flexibility in the festive grant scheme to allow smaller groups that do not meet the exacting requirements that the scheme currently prescribes

That the scheme should not be openly promoted through the press.

That no issues were found in allowing grants to be awarded to the previous years' recipients

(Moved by Councillor S Goodall and seconded by Councillor Dr.S Peaple)

46.2 Webcasting

The Chair reported that he would be setting up a meeting of the Working Group shortly.

47 PRIVATE SECTOR HOUSING ENFORCEMENT POLICY REPORT

The Report of the Assistant Director Partnerships on the impact of the Private Sector Housing Enforcement Policy was received by the Committee.

The Committee sought clarification on:

- How the Planning team and the Licensing team worked in relation to housing enforcement matters;
- Whether consideration had been given to the Council establishing a self financing inspection scheme for HMOs.

RESOLVED That Cabinet be invited to consider whether to establish a self-financing scheme to regulate HMOs;

That a further review be undertaken by this Committee in 12 months time and that the matter be added to the Work Plan accordingly.

(Moved by Councillor Dr S Peaple and seconded by Councillor C Cooke)

48 MOTION WITHOUT NOTICE

RESOLVED that the meeting continue beyond 8.30pm in accordance with Rule 9.1.13.

(Moved by Councillor P Standen and seconded by Councillor J Oates)

49 2018/19 CORPORATE SCRUTINY COMMITTEE WORK PLAN

Corporate Scrutiny Work Plan

Work Plan 2018 - 2019	
DATE	SUBJECT
Quarter 3 - 7th February Quarter 4 - TBC	Quarterly Performance Reports;
7th February	Assembly Rooms Update
7th February	Town Centre item – Councillor Claymore to be invited
7th February	Live Streaming/Webcasting Council Meetings – Working Group (JO, MS, PS, CC, RF, SP)
7th February	Support for Members – Working Group (JO, MS, PS, CC, RF, SP, TJ, SG, BP
7th February	Combined Authority Scrutiny – TBC representative at WMCA scrutiny committee to be invited to discuss Housing & Regeneration Report
TBC	Update from Housing team on items in Q2 Perf Report
TBC	Gungate Site – Working Group (JO, RF, SG, CC (provisional) and Labour Group to nominate two attendees).
TBC	Isolation – Working Group (TJ, JF and RB from H&W Scrutiny and JO, SP and CC from Corporate Scrutiny)
Ongoing	Tenants Consultancy Group – Ongoing Updates after any meeting.
TBC	Review of senior management restructuring
TBC / mid 2019	Garage Sites
13th March	Constitution Review
TBC	Corporate investment strategy
June 2019	Customer Portal – Update on progress
November 2019	Private Sector Housing – Enforcement Policy – 12 month update
	Festive Ward Grants – review of 2018 scheme

Upcoming Corporate Scrutiny Committee Meetings
Thursday 7 th February 2019 – 6.30pm
Wednesday 13 th March 2019

The Committee considered and recommended that the date of the next meeting be changed to Thursday 7th February at 6.30pm.

Chair

DRAFT