

**OVERVIEW AND SCRUTINY COMMITTEE FOR RESOURCES
16 SEPTEMBER 2010**

Present: Councillors Clark, Hodges, MJ Lock, Sabetian (in the Chair) and Westley

Lead Members in Attendance: Councillors Birch and Kramer

Apologies were received from Councillors Corello and Lock

6. DECLARATIONS OF INTEREST

There were no declarations of interest.

7. MINUTES

RESOLVED that the minutes meeting held on 27 May, 1 July (Special Joint Overview and Scrutiny Committee) and 1 July (joint annual meeting) be approved as a true record.

8. QUARTER ONE PERFORMANCE AND FINANCIAL MONITORING REPORT

Jane Hartnell, Head of Policy, Partnerships and Sustainability, presented the performance report.

The report advised members of the performance against the targets set out in Part II and Part III of the Corporate Plan for 2010/11, together with related budget and risk issues within the Personnel & Organisational Development and Corporate Resources Directorate.

Members discussed the loss of income arising out of the revoking of the fee for personal searches in respect of Land Charges, the unqualified audit opinion, the Benefits performance targets and the visit by the Department of Works and Pensions. Members also discussed the time taken to answer telephone calls in Revenue Services and Peter Grace, the Head of Financial Services agreed to circulate the Action Plan. Councillors Lee Clark and John Hodges said they had had a meeting with Jean Saxby, Revenues and Benefits Service Manager.

Members were pleased to note the expected increase in rental income from Castleham Business Centre East.

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16 SEPTEMBER 2010**

Members went on to discuss joint procurement. Cllr Westley asked if the Hastings and St Leonards Foreshore Charitable Trust would be scrutinised by this Committee and Councillor Jeremy Birch confirmed this to be the case.

Councillor Hodges gave a vote of thanks to the Training and Development Group for its comprehensive training and development programme.

Councillor Westley thought there had been some confusion at the Borough Elections where more than one councillor was being elected in the same ward. Katrina Silverson, the Scrutiny and Electoral Services Officer, explained that the ballot papers were in accordance with the current law. Councillor Hodges said he thought some voters had trouble in getting to their polling station and Katrina Silverson confirmed that a review of polling stations is due to be undertaken later this year and that she would welcome suggestions as to new venues.

Members then discussed the Corporate Plan and the Big Conversation. Jane Hartnell confirmed that a copy of the letter to residents would be sent to all Members, and the results of the Big Conversation would be shared with the O & S Committees, as will specific comments that relate to O & S Reviews. Members also welcomed the decision to hold a second Town Conference.

Members went on to discuss Corporate Risk Management and were advised that Risk Management training had been given to members and that the Risk Register was not available on the internet.

Councillor Kramer said that she would be taking responsibility for Service Quality Assurance and Communications and Business Process Improvement.

The Contact Centre was discussed and Councillor Clark thought it was vital that the Information Centre be kept in the Town Hall.

RESOLVED that:

- 1. that staff in the Corporate Resources Directorate be thanked for their hard work and achievements in this quarter;**
- 2. that the Committee be assured that action is being taken to improve any shortfalls in performance and/or to address risks highlighted.**

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9. FINAL REPORT ON SCRUTINY REVIEW OF FACTORY UNITS

Councillor Dominic Sabetian presented the final report and thanked Amy Terry and her team. Councillor Hodges thought the units were fit for purpose and that the Council is a good landlord and offers a good service.

Castleham Business Centre East was discussed and Amy Terry said a downturn had been experienced but that a rent free period was offered to new tenants.

RESOLVED that the Committee agree the report and forward it to Cabinet.

10. MONITORING OF THE IMPLEMENTATION OF CABINET DECISIONS

Katrina Silverson, Scrutiny and Electoral Services Officer, presented a report on the recent Cabinet Decisions made since the last formal meeting, highlighting areas that fell within the Committee's remit.

RESOLVED that the report be noted.

(The Chair declared the meeting closed at 8.16pm)