

BATH AND NORTH EAST SOMERSET

RESOURCES POLICY DEVELOPMENT AND SCRUTINY PANEL

Wednesday, 22nd July, 2015

Present:- Councillors Sarah Bevan (Chair), Bob Goodman (Vice-Chair), Christopher Pearce, Fiona Darey and Dine Romero

1 WELCOME AND INTRODUCTIONS

The Chair welcomed everyone to the meeting.

2 EMERGENCY EVACUATION PROCEDURE

The Democratic Services Officer drew attention to the emergency evacuation procedure.

3 APOLOGIES FOR ABSENCE AND SUBSTITUTIONS

Councillors Becker, Barrett and Furse had sent their apologies to the Panel. Councillors Fiona Darey and Dine Romero were substitutes for Councillors Barrett and Furse.

4 DECLARATIONS OF INTEREST

There were none.

5 TO ANNOUNCE ANY URGENT BUSINESS AGREED BY THE CHAIRMAN

There was none.

6 ITEMS FROM THE PUBLIC OR COUNCILLORS - TO RECEIVE DEPUTATIONS, STATEMENTS, PETITIONS OR QUESTIONS RELATING TO THE BUSINESS OF THIS MEETING

There were none.

7 PRESENTATION BY DIVISIONAL DIRECTORS

The Chair invited Andrew Pate (Strategic Director for Resources) and his Divisional Directors to give their presentations as part of the "Introduction to the Resources remit".

The aim of those presentations was to help PDS Resources Members to get an overview of the scope of activity with the remit of the Panel. This may also help the Panel to shape its workplan.

The Chair informed the Panel that she would welcome questions from Panel Members after the last slide in the presentation.

Andrew Pate started the presentation by advising the Panel on services that were sitting in his directorate, Divisional Directors who were reporting to him, teams in each service and Cabinet Members whose portfolio would include teams and services from Resources directorate. He also took the Panel through the staffing and budget for each service within Resources directorate.

Derek Quilter (Divisional Director Property and Project Delivery) gave a quick summary of his service: management of approx. 1,200 property assets, commercial estate generating £15M income, project delivery managing capital projects to cost and programme, plus provision of school meals, cleaning and print services via Traded Services; interesting facts about the service; and, current significant projects.

David Trethewey (Divisional Director for Strategy and Performance) gave a quick summary of his service: work with local communities, communication and consultation, partnership working, sustainability and climate change tackling, corporate policies and frameworks implementation and scrutiny of services; people and teams in the service; recent achievements by the Strategy and Performance; Interesting facts; and, priorities and challenges.

Ian Savigar (Divisional Director for Customer Services) explained what Customer Services do, service teams structures and their remits, strategic roles of the service the one stop shops, libraries, Council Connect, CCTV, emergency planning, registrars, council tax and business rates collection, benefits and welfare reform, service reviews and customer standards;, plus interesting facts, achievements and challenges.

Tony Bartlett (Head of Business Finance & Pensions), who was at the meeting on behalf of Tim Richens (Divisional Director for Business Support), gave a quick summary of the service by highlighting service teams structures and their remits including: corporate finance and accountancy, transactional financial services, procurement, assurance and Audit West partnership, information management and FOI's, ICT service and projects , Section 151 Officer responsibilities, , facts about Avon Pension Fund, map of the West of England region showing how this relates to City deal and business rates retention, interesting facts, recent achievements, where the Council spends money and gets money (£321.1m) from and challenges ahead.

A full copy of the presentation 'Resources remit for the PDS' is attached to these minutes – the services in scope for the panel are denoted on the opening slide, as are the relevant portfolio holders.

Councillor Dine Romero asked if the £38m of identified savings would be coming out of the £100m of what was left from the current spend. Tony Bartlett responded that £38m of saving would have to be found from ongoing money. The £100m was simply a cash balance not an underspend and so affected temporary investments rather than ongoing budgets.

Councillor Chris Pearce asked if it was true that sixty percent of the commercial and retail property has been owned by the Council.

Derek Quilter replied that the Council owns sixty percent of retail units at the core centre of Bath, with full or part interest.

It was **RESOLVED** to note presentation.

8 CORPORATE PLAN AND FINANCIAL PLAN

The Chair invited David Trethewey to give the presentation.

David Trethewey said that the Corporate Strategy has been built around the core commitments (increasing efficiency, new homes and jobs, transport, young people, cleaner, greener and healthier local communities, greater independence for older people) outlined and agreed by Cabinet at their meeting in July 2015.

The Strategy identifies four corporate priorities which would deliver on these commitments and would form Council's focus over the next 4 years as as part of the 2020 vision:

- A strong economy and growth
- A focus on prevention
- A new relationship with customers and communities
- An efficient business

David Trethewey also what were drivers behind the Strategy, timetable for the development of the Strategy and what part Policy Development Scrutiny Panels should have in the development of the Strategy.

A full copy of the presentation from David Trethewey is attached to these minutes.

Councillor Dine Romero asked for clarification on what is a convention when seeking additional expenditure for ideas that were within the remit of another Policy Development and Scrutiny Panel.

Andrew Pate responded that broad principle was that Panel with the proposal on the table should look within own remit. However, if the funding idea was coming from the remit of another panel then there would have to be some sort of joint work between two, or more, Panels.

Councillor Dine Romero asked what would be exactly covered within Cabinet's commitment to young people.

Councillor Charles Gerrish (Cabinet Member for Finance and Efficiency) said that he would come back with an answer to Councillor Romero.

Councillor Romero said that webcasting of some meetings in the Council costs £15k and asked how much it would cost to webcast all meetings in the Council.

David Trethewey responded that some estimates had been calculated but that he did not have exact figures with him, so he would come back with an answer to Councillor Romero.

Councillor Fiona Darey asked about the procurement process for jobs in the project delivery and property area.

Derek Quilter explained that the projects were advertised and those that responded were assessed then shortlisted.

Councillor Chris Pearce asked what would be his exact responsibility as Policy Development and Scrutiny Member, and how would he be expected to scrutinise Corporate Strategy and Financial Plan – just by listening and asking questions.

Andrew Pate said that scrutiny process meant to be non-political and the role of the PDS had been to influence the Cabinet and Cabinet Members with the comments, suggestions and recommendations.

It was **RESOLVED** to note the presentation.

9 PERFORMANCE MANAGEMENT UPDATE

The Chair invited Steve Harman (Strategic Performance Manager) to give a presentation.

Steve Harman said that a Performance Management Framework (PMF) had brought together the strategies, plans, policies and performance measures that enable residents, Members, managers and other stakeholders to see how the Council 'measures up' in comparison to its own previous performance and in comparison to other Councils. Steve Harman also explained to the Panel what the national picture was before 2010, and what is it post 2010, what is the National Code of Transparency, what are key PMF components, corporate reporting arrangements mechanism, members and performance and the role of the PDS.

A full copy of the presentation from Steve Harman is attached to these minutes.

It was **RESOLVED** to note the presentation.

10 CABINET MEMBER UPDATE

Councillor Charles Gerrish highlighted the following points in his update:

- In depth review to look into current financial position. Councillor Charles Gerrish will be assisted by Councillor Paul May for this review.
- A number of Community Asset Transfers set by the previous Cabinet would continue.
- Potential of retail units in Keynsham.

The Chair thanked Councillor Gerrish for an update.

11 PANEL WORKPLAN

The Panel debated the future workplan, and also timings for future meetings.

Members of the Panel agreed that meetings should start at 4pm or 5pm on Wednesdays.

Senior Democratic Services Officer had asked the Panel to consider that Wednesdays are quite busy with other meetings in the Council (Cabinet, Health and Wellbeing Board, Development Management, Special Council, area forums). He also said that he would communicate with the Panel timings of the September meeting.

The Panel **RESOLVED** to include the following items in the plan:

- Community Asset Transfer update (Sep 2015)
- Council Connect (Sep 2015)
- Use of Consultants and Agency Staff - Update on Task and Finish Group (date to be confirmed)

The meeting ended at 11.55 am

Chair(person)

Date Confirmed and Signed

Prepared by Democratic Services