

HARBOROUGH DISTRICT COUNCIL
MINUTES OF THE SCRUTINY PANEL – PEOPLE

held in the Council Chamber,
Adam and Eve Street, Market Harborough

9th June 2011

commencing at 6.30p.m.

Present: Councillor Graves (Chairman)

Councillors: Beesley-Reynolds, Birch, Dr. Bremner (Ex Officio),
Mrs. Burrell, Everett, Liquorish and McHugo.

Portfolio Holders: Councillors Dann, Golding and Pain.

Officers: M. Bradford, J. Chester, N. Proudfoot, B. Jolly, E. O'Neill and P. Rowbotham.

An apology for absence was received from Councillor Mrs. Robinson

52 ELECTION OF CHAIRMAN FOR THE COUNCIL YEAR 2011/12

Councillor Dr. Bremner, Chairman of the Scrutiny Commission, invited nominations for Chairman of the Scrutiny Panel for People for the 2011/12 year.

It was moved by Councillor Everett and seconded by Councillor Liquorish that Councillor Graves be elected as Chairman of the Scrutiny Panel – People for the 2011/12 year.

There being no other nominations, it was RESOLVED that Councillor Graves be elected as Chairman of the Scrutiny Panel – People for the Council year 2011/12.

53 APPOINTMENT OF VICE-CHAIRMAN FOR THE COUNCIL YEAR 2011/12

It was moved by Councillor Graves and seconded by Councillor Liquorish that Councillor Everett be appointed as Vice-Chairman of the Scrutiny Panel – People for the 2011/12 year.

There being no other nominations, it was RESOLVED that Councillor Everett be appointed as Vice-Chairman of the Scrutiny Panel – People for the Council year 2011/12.

54 NOTIFICATION OF SUBSTITUTIONS

Councillor Liquorish substituted for Councillor Mrs. Robinson.

55 MINUTES

RESOLVED: that the Minutes of the Meeting of the Scrutiny Panel – People held on 31st March 2011 be taken as read and signed by the Chairman as a true record.

56 DECLARATIONS OF MEMBERS' INTERESTS

None were received.

57 PORTFOLIO HOLDERS' END-OF-YEAR PERFORMANCE REPORTS

Three Portfolio Holders report to the Scrutiny Panel – People. These are: Community Engagement, Cohesion and Wellbeing (Councillor Pain), Community Safety and Enforcement (Councillor Golding) and Corporate and Customer Services (Councillor Dann). Each of these Portfolio Holders presented their End-of-Year Performance Reports for the year 2010/11 and invited questions from the Panel.

The Portfolio Holders' reports contained the following categories: Achievements, Current Work in Progress, Areas of Concern, Key Performance Indicators and Topical Issues.

A summary of the discussions of each Portfolio is provided below.

i)Community Engagement, Cohesion and Wellbeing

The Panel NOTED that:

- (i) the Council would no longer be providing resources for Community Forum meetings and that this function would now be run by Leicestershire County Council.
- (ii) the Broughton Astley, Lutterworth and Market Harborough Improvement teams had a successful year of community-based projects. For the forthcoming year funding for these groups had been reduced and, consequently, greater community participation would be required to achieve desired results. The Portfolio Holder confirmed that Broughton Astley Parish Council and Lutterworth Town Council would be contacted to discuss methods of achieving improvements for their respective areas following reductions in Council funding.
- (iii) funding of the Market Harborough Improvement Team comes from the Market Harborough town precept.
- (iv) footfall at Harborough Museum had increased following the recent refurbishment. The following figures were recorded:

Year	Footfall
2008/09	6,771
2009/10	13,719
2010/11	21,419

- (v) although the Business Improvement Development (BID) scheme for Market Harborough was unsuccessful, some of the local retailers may still wish to pursue some elements of the business plan.
- (vi) during 2010/11 1,035,150 visitors attended the District's Leisure Centres in Lutterworth and Market Harborough (374,430 in Lutterworth and 660,720 in Market Harborough).
- (vii) peer assessment against the 'Achieving' level of the Equality Framework for Local Government is expected to take place during March 2012. The Leicestershire Equalities partnership is to be assessed in two tranches, with Harborough District Council being in the second tranche.
- (vii) the Council will have the opportunity to bid for £340,000 of funds provided by Leicestershire County Council to assist in the implementation of Big Society initiatives. ([Web users can find more information on Big Society funding via this link](#)).

The Panel RECOMMENDED that:

- (i) a business plan be produced for the Market Harborough Museum. The three parties who contribute to the running of the museum (Harborough District Council, the Market Harborough Historical Society and Leicestershire County Council) should be involved in the production of this document. Following production, this document should be brought before the Scrutiny Panel – People for inspection.
- (ii) the document produced as a result of (i) should include both direct and indirect costs and outline the extent of the contributions made by each of the three contributors to the running of the museum.
- (iii) the target for production and presentation of the museum business plan should be within six months of the date of this meeting.
- (iv) the museum business plan should include reference to contributions from the voluntary sector, in line with central government's Big Society agenda.
- (v) since the Council is planning to create its own in-house method of public consultation and cease use of The Citizens' Panel, a timetable for implementation should be

produced and made known to Members. P. Rowbotham, Head of Customer Services, agreed to provide an update to the Panel as part of the 2011/12 Half-year Portfolio report.

ii)Community Safety and Enforcement

The Panel NOTED that:

- (i) the 'Park Mark' award can be applied to both paid and free car parks. This status has not yet been requested for the District's free car parks.
- (ii) the Council's Civil Enforcement Officers, whilst undertaking car parking enforcement, are also empowered to take action against such offences as graffiti and dog fouling.
- (iii) the Community Safety Partnership is a statutory body and includes involvement from the following parties: the Police, the Police Authority, the Probation Service, the Fire and Rescue Service and the District and County Councils.
- (iv) the Council contributes funds to local Neighbourhood Watch schemes.
- (v) options for alternative or voluntary resourcing of the Council's CCTV facilities are currently being investigated.
- (vi) the Council's Commercial Health and Enforcement team is currently piloting a Mixed Location Working scheme. The pilot will run for a 12-month period. At the end of this period a report will be produced on the effectiveness of these working methods. The report will be presented to this Scrutiny Panel.

The Panel RECOMMENDED that:

- (i) a report be produced on the effectiveness of enforcement of noise control at Bruntingthorpe Proving Ground and be presented to this Panel as soon as is reasonably practicable.

iii)Corporate and Customer Services

The Panel NOTED that:

- (i) following on from the review of the Council's Complaints policy, the Council's complaints statistics for March, April and May 2011 will be published within the next two weeks; the statistics for June 2011 will follow shortly after.
- (ii) the Lutterworth Service Shop opened today, 9th June 2011, in the new location of Lutterworth library. 23 people visited the Service Shop on this first day of opening. By moving the Service Shop the Council was able to create efficiency savings and provide longer opening hours.
- (iii) Bench-marking with other local authorities on levels of staff sickness is currently taking place.

The Panel RECOMMENDED that:

- (i) when reasonably practicable, a report be brought to this Panel on the Council's compliance with 'Coco' (I.T. Code of Connection) to address Members' concerns that the Council's I.T. security is not operating-system and web-browser neutral.
- (ii) the report produced as a result of (i) should specifically address Members' difficulties with accessing intranet, webmail, opening of email attachments and general connectivity. The report should outline a timetable for making webmail compatible with all devices, operating systems and web browsers.

58 PERFORMANCE MANAGEMENT

The Panel received a presentation by J. Chester, Research and Performance Management Officer, on the Council's performance management system TEN.

The Meeting ended at 7.45p.m.