



**RESOURCES SCRUTINY COMMITTEE  
WEDNESDAY, 10TH MARCH 2004 AT 6.00PM  
IN COMMITTEE ROOM 3, SOUTHFIELDS, LOUGHBOROUGH**

To: Councillors Bryant, Bush (Chair), Cowles, Flavell, J.M. Hunt,  
M.T. Jones (Vice-chair), Page, Preston, Rodgers  
and Sutherland

Reserves : Councillors Akroyd, Bava, Harley, Houseman and Tormey  
(for attention)

All other members of the Council  
(for information)

**AGENDA**

1. APOLOGIES
2. MINUTES
3. DISCLOSURES OF PERSONAL INTERESTS
4. DECLARATIONS – THE PARTY WHIP

**PART 2 (DELEGATED)**

5. TREASURY MANAGEMENT

Included in the Committee's work programme for consideration at this meeting is Treasury Management. A report of the Head of Financial Services relating to the current position is attached at page 5.

6. AUDIT

Included in the Committee's work programme for consideration at this meeting is the audit work completed in the last three months and the work to be undertaken. The Head of Financial Services has been unable to complete a report and it is recommended that the issue be reprogrammed for consideration on 19th May 2004.

7. CRITERIA FOR THE USE OF RESERVES

At the meeting on 11th February 2004, the Committee requested guidance on the formulae used to calculate the size of Reserves and the criteria for the use of those reserves. A report of the Head of Financial Services is attached at page 7.

8. MEDIUM TERM FINANCIAL STRATEGY

Included in the Committee's work programme for consideration at this meeting is the current position in respect of the Medium Term Financial Strategy. The Head of Financial Services will report verbally at the meeting.

9. REVENUE MONITORING 2003/04

A report of the Head of Financial Services setting out details of actual expenditure and income in respect of services within the Committee's overview and scrutiny remit compared with the budget profile at the end of January 2004 is attached at page 10.

10. SICKNESS ABSENCE

Included in the Committee's work programme for consideration at this meeting is a quarterly report to enable it to consider whether action is needed to reduce absences due to sickness. The Head of People and Performance's report is attached at page 14.

11. INFORMATION TECHNOLOGY STRATEGY

The Committee had identified the issue from the forward Plan of Key Decisions and included the issue in its work programme for consideration at the meeting on 29th January 2004. Due to the amount of business to be considered, the Chair deferred consideration of the item until this next meeting.

The issue is not at a stage where there is a report in preparation for the Cabinet. Therefore, the Committee might wish to programme the matter for consideration on a later date

12. INCOME STRATEGY

At its meeting on 28th January 2004, the Committee identified from the Forward Plan an item relating to Income Strategy. However, the issue is not at a stage where there is a report in preparation for the Cabinet. Therefore, the Committee might wish to programme the matter for consideration on a later date.

13. SCRUTINY COMMISSION FEEDBACK

This item is included on the agenda to enable feedback from the last meeting of the Scrutiny Commission to be given.

14. FORWARD PLAN OF KEY DECISIONS

An updated Forward Plan was published on 16th February 2004. An extract from the Plan detailing items within the Committee's overview and scrutiny remit is attached at page 19. The Committee may wish to review those issues to decide whether any of them should be included in the Committee's work programme.

15. CABINET – CURRENT/RECENT ISSUES CONSIDERED AND RESPONSES TO REPORTS/COMMENTS OF THE COMMITTEE

Details of items within the Committee's overview and scrutiny remit which the Cabinet has considered since the last meeting are listed below.

29th January 2004

- Local Government Pension Scheme – Councillors' pensions (minute 222)
- Financial Management System - Replacement (minute 228)
- Corporate Contact Centre - Expansion (minute 229)
- Multi-trade Repairs and Maintenance Contract for the Council's Housing Stock and Public Buildings (minute 230)
- Budget and Outline Service Plans Feedback (minute 231)

12th February 2004

- Prudential Code for Capital Finance in Local Authorities (minute 235)
- Code of Practice for Treasury Management (minute 236)
- Revised Revenue Budget 2003/04 and Original Revenue Budget 2004/05 (minute 238)
- Capital Programme 2003/04 – 2006/07 (minute 239)
- Council Tax Levy 2004/05 (minute 240)
- Joint Consultative Committee – Appointment (minute 246)
- \* Chief Executive's Team – Restructuring (minute 248B)

26th February 2004

- Strategic Risk Register (minute 261)
- Revised Severance Arrangements (minute 263)
- \* On-line Payments (minute 266B)
- \* Disposal of Land – Maxwell Drive, Loughborough (minute 266D)

**\*The public were excluded from the meeting when the Cabinet considered the above items on the grounds that they involved the likely disclosure of exempt information as defined in Part 1 of Schedule 12A to the Local Government Act 1972. The Committee will also need to resolve to exclude the public if it wishes to discuss these items.**

16. WORK PROGRAMME

The current position with the Committee's work programme is attached at page 21. The Committee is asked to consider the programme, any amendments and additions it might wish to make and business for future meetings. This will enable planning for the next two or three meetings of the Committee to be undertaken, for the relevant background information to be prepared and for the attendance of officers and/or others to be arranged.

The Committee's overview and scrutiny remit is as follows :

- (i) The Council's strategic aim "Cost-effective Support to Front-line Services".
- (ii) Organisational structure.
- (iii) Personnel and employee training and development.
- (iv) Information systems.
- (v) Assets including land, buildings and vehicles, etc.
- (vi) Indirect services including legal, accountancy, personnel and computer services.
- (vii) Financial regulations.
- (viii) Standing orders.
- (ix) Technical issues relating to capital and revenue budgets.
- (x) Audit reports on corporate issues.
- (xi) Council tax and national non-domestic rates.
- (xii) Matters which in the opinion of the Chief Executive are allied to those above.

Future meetings of the Committee are scheduled as follows:

Wednesday, 19th May 2004  
Wednesday, 30th June 2004  
Wednesday, 8th September 2004  
Wednesday, 27th October 2004  
Wednesday, 8th December 2004  
Wednesday, 26th January 2005  
Wednesday, 2nd March 2005

#### Scrutiny Check-list

- What is the current approach, policy, practice, etc.?
- What are the strengths?
- What are the weaknesses?
- What improvements could be achieved by changing it?
- What examples of good practice exist elsewhere?
- Should the views of other interested parties be sought?
- What are the financial and other resource implications?
- Overall, would there be an advantage in changing the approach?
- How would such a change sit with other policies, practices, etc.?
- What proposals should be made to the Cabinet, if any?