

**SCRUTINY COMMITTEE 1 – COMMUNITY AND HOUSING held at
COUNCIL OFFICES LONDON ROAD SAFFRON WALDEN at 7.30 pm on
22 SEPTEMBER 2004**

Present:- Councillor A R Row – Chairman.
Councillors R T Harris, M A Gayler, A J Ketteridge and
A Wattebot.

Officers in attendance:- S Baker, I Orton and C Roberts.

S1.11 APOLOGIES

Apologies for absence were received from Councillors M A Gayler, S Jones,
E Tealby-Watson and. P A Wilcock

S1.12 MINUTES

The Minutes of the meeting held on 16 June 2004 were received, confirmed
and signed by the Chairman as a correct record.

S1.13 UTTLESFORD PCT – PRESENTATION

The Chairman of Uttlesford PCT David Baron, the PCT's Acting Chief
Executive Adrian Marr and the PCT's Director of Commissioning and Planning
Collaboration Sally Mills Lewis attended the meeting to provide information on
Star Ratings And National Primary Care Contracting Collaboration and to
answer Members questions.

Mr Baron informed the meeting that the PCT had now achieved a two star
rating following assessment on a broad range of care issues and was in fact
the second highest performing PCT in Essex.

Mr Marr added that the financial position was more challenging than in
previous years. Substantial support would be provided by the Health Authority
but only on condition that the PCT made substantial savings. Most other
Essex PCTs were in the same position. Possible savings could be made by
reducing the numbers of people going into Accident and Emergency.
Paramedics were very important in this context. The expressions "payment by
results" and "demand-led management" were used to refer to this type of
exercise.

Ms Mills Lewis said that it was hoped to provide a system of "unique care"
whereby it was intended to reduce costs by 40% in a twelve month period, by
using "practice-led commissioning".

Mr Marr added in answer to a question that there would be new dentists'
contracts like the new GPs' contracts.

Councillor Harris offered the congratulations of the Committee on the
achievement made by the PCT so far

RESOLVED that the presentation be noted.

S1.14 LEISURE CENTRE SURVEYS AND ACTION PLANS

The Committee received, by way of annual update on the management of the leisure contract, a report from the Leisure Manager to the Community and Leisure Committee on responses to the leisure centre user and non-user surveys and action plans prepared on the basis of the surveys. The chief areas of concern were cleanliness, cancellation of events without due notice, lack of staffing in the gym and customer relations.

Members discussed details of the survey results and action plans at length. They thought that a representative of Leisure Connection should be asked to attend a future meeting of the Scrutiny Committee. It was noted that representatives of Leisure Connection and Linteum Leisure were invited to the next meeting of the Community and Leisure Committee on 2 November 2004 to which Members of the Scrutiny Committee were welcomed to attend by Councillor D Morson the Chairman of the Community and Leisure Committee.

Councillor Morson expressed the Community and Leisure Committee's intention to impose financial penalties from January 2005 if the agreed action plans were not achieved.

RESOLVED that the survey results and action plans are noted and that an extraordinary meeting of Scrutiny Committee No 1 be arranged for the purpose of discussing the Leisure Contract.

S1.15 FORWARD PLAN OF SCRUTINY I COMMITTEE

The Committee considered a report on items to be included in the 2004/05 work programme. Members discussed these matters at length and arrived at a number of priorities as follows.

Committee Date	Items for Consideration	Comments
22 September 2004	Role of Members on Outside Bodies Emergency Planning	On the agenda for 22 June 2004 meeting
17 November 2004	Affordable Housing Communications	
19 January 2005	Decent Homes Standard Tourism	
16 March 2005	PCT Comparable Costs Services for the Disabled	

RESOLVED that Members agree the above eight themes to be considered during the four remaining meetings of Scrutiny Committee One during 2004/05

S1.16 **ROLE OF MEMBERS ON OUTSIDE BODIES**

The Committee considered a report following its request on the 16 June 2004 that a questionnaire be sent to all Members to establish how useful are the contacts with outside bodies and how much representing the Council on outside bodies actually costs. Questionnaires had been sent out on two occasions and 14 replies had been received.

The report was to the effect that membership of the outside bodies was not particularly expensive and there was very strong support for community development by Members. There were no expressions that the Council should not be involved on Outside Bodies but the report favoured some Member reporting back on the work of the Outside Body and its contribution to Uttlesford, a better selection process for representation on Outside Bodies and a skills audit to assist selection

Members noted that on some occasions those attending did not know whether they were the Council's representative, and that the response to the questionnaire was only 30%.

RESOLVED that:

1. Scrutiny One Committee note the broad results of the questionnaire
2. a skills audit of Members is carried out to help the selection process for Outside Bodies
3. Members on Outside Bodies produce an annual short report on the work of the relevant Outside Body
4. the Outside Bodies Questionnaire becomes an annual event

S1.17 **WORK PROGRAMME: EMERGENCY PLANNING**

The Committee considered the report of the Emergency Planning Officer on the Emergency Planning Work Programme.

It was noted that impending legislation would place greater demands on the District service.

RESOLVED that Members note the progress towards delivering Emergency Planning within the Uttlesford District.

S1.18 **PERFORMANCE MANAGEMENT REPORTING APRIL TO JUNE 2004**

The Committee considered the Performance Management results for April to June 2004.

It was noted that appraisals were still seen as being unimportant. The Performance Manager explained that whilst appraisals were in this Council

not linked to a reward culture, they could be linked to training and personal development.

A Member drew attention also to the resourcing gaps in the Quality of Life Plan.

RESOLVED that the report be noted and the appraisal deficiencies drawn to the attention of the Chief Executive and the Executive Manager Human Resources.

S1.19 BEST VALUE REVIEWS – UPDATE

Members received an update on the two Best Value Reviews which were to be scrutinised by the Committee during 2004/05, namely the Reviews of Services to Young People and Services to the Elderly.
G held at COUNCIL

RECOMMENDED that Scrutiny One Committee note the progress in delivering the Young Persons and Older People Best Value Reviews.

S1.20 RESIGNATION OF PERFORMANCE MANAGER

The Chairman of the Committee informed Members that this was the last meeting which would be attended by the Performance Manager Mr Orton. He wished to thank Mr Orton for his hard work and the help he had given the Chairman and Members of the Committee, which had been invaluable.

Mr Orton thanked the Chairman for his kind words.

The meeting ended at 9.55 p.m.