



Exeter City Council

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AGENDA FOR
EXETER CITY COUNCIL
SCRUTINY COMMITTEE - RESOURCES

The Scrutiny Committee - Resources will meet on **WEDNESDAY 19 SEPTEMBER 2007**, commencing at **5.30 pm**, in the Rennes Room, Civic Centre, Paris Street, Exeter to consider the following business. If you have an enquiry regarding any items on this agenda, please contact Sarah Selway, Member Services Officer on **Exeter 265275**.

Entry to the Civic Centre can be gained through the Customer Service Centre, Paris Street.

Pages

Part I: Items suggested for discussion with the press and public present

1. **MINUTES**

To sign the minutes of the meeting held on 20 June 2007.

2. **DECLARATION OF INTERESTS**

Councillors are reminded of the need to declare personal and prejudicial interests, including the nature and extent of such interests, in relation to business on the agenda, before any discussion takes place on the item. Councillors requiring clarification should seek the advice of the Monitoring Officer prior to the day of the meeting.

3. **LOCAL GOVERNMENT (ACCESS TO INFORMATION) ACT 1985 -
EXCLUSION OF PRESS AND PUBLIC**

RECOMMENDED that, under Section 110A of the Local Government Act 1972, the press and public be excluded from the meeting for items 16 and 17 on the grounds that they involve the likely disclosure of exempt information as defined in paragraph 3 of Part I of Schedule 12A of the Act.

4. **QUESTIONS FROM THE PUBLIC UNDER STANDING ORDER 19**

A period of up to 15 minutes will be set aside to deal with questions to the Committee from members of the public.

Details of questions should be notified to the Assistant Chief Executive at least three working days prior to the meeting. Further information and a copy of the procedure are available from Member Services (265275) also on the Council web site: <http://www.exeter.gov.uk/scrutinyquestions>

5. **QUESTIONS FROM MEMBERS OF THE COUNCIL UNDER STANDING
ORDER 20**

To receive questions from Members of the Council to appropriate Portfolio Holders.

Details of questions should be notified to the Assistant Chief Executive at least three working days prior to the meeting. Further information and a copy of the procedures are available from Member Services (Exeter 265275)

6. **AUDIT COMMISSION ANNUAL GOVERNANCE REPORT**

The Audit Manager will report to Members on the progress of his 2006/07 audit - *report to follow*

7. **AUDIT COMMISSION AUDIT AND INSPECTION PLAN 2007/08**

The Council's External Auditor, Grant Thornton, will present the report to Members 1 - 24
- *report circulated*

8. **MANAGEMENT REPRESENTATION LETTER TO THE AUDIT
COMMISSION**

To consider the draft letter to the Audit Commission in respect of the 2006/07 Statement of Accounts - *letter circulated* 25 - 26

9. **PORTFOLIO HOLDER TO PRESENT HER PRIORITIES FOR THE FORTHCOMING YEAR**

Councillor Dixon (Portfolio Holder for Business Transformation and Human Resources) will present a verbal report on her priorities for the forthcoming year in light of the Committee's work programme.

PERFORMANCE MANAGEMENT

***MEMBERS ARE REQUESTED TO ADVISE THE MEMBER SERVICES OFFICER OF ANY QUESTIONS OR ISSUES ON PERFORMANCE MONITORING REPORTS BY 9.00 AM ON THE DAY OF THE MEETING.**

10. **AIM PROPERTY MAINTENANCE PROGRESS***

To consider the joint report of the Head of Contracts and Direct Services, Head of Housing and Social Inclusion, Head of Treasury Services and the Head of Estates Services – *report circulated (Monitoring Schedule available on request and on the Internet)*. 27 - 28

11. **FINANCIAL STEWARDSHIP***

To consider the report of the Head of Treasury Services - *report circulated* 29 - 34

MATTERS FOR CONSIDERATION BY THE EXECUTIVE

12. **CAPITAL MONITORING STATEMENT**

To consider the report of the Head of Treasury Services - *report circulated* 35 - 48

13. **OVERVIEW OF THE GENERAL FUND BUDGET 2007/2008**

To consider the report of the Head of Treasury Services - *report circulated* 49 - 54

MATTERS FOR CONSIDERATION BY SCRUTINY COMMITTEE - RESOURCES

14. **REVIEW OF THE CUSTOMER SATISFACTION SURVEY**

To consider the report of the Head of Treasury Services - *report circulated* 55 - 64

15. **PROGRESS ON THE RECRUITMENT WEB SITE**

To consider the report of the Head of Human Resources - *report circulated*

65 - 68

**PART II: ITEMS SUGGESTED FOR DISCUSSION WITH THE PRESS AND PUBLIC
EXCLUDED**

MATTER FOR CONSIDERATION BY THE EXECUTIVE

16. **REVIEW OF SWITCH BOARD SERVICES**

To consider the report of the Head of Corporate Customer Services to seek Members' approval to release the necessary funding to finance the staffing proposals consequent upon changes to the switchboard service - *report circulated to Members*

69 - 70

17. **REVIEW OF THE VISITING OFFICER FUNCTION WITHIN THE
HOUSING AND COUNCIL TAX BENEFIT ASSESSMENT SECTION**

To consider the report of the Head of Treasury Services regarding the outcome of a recent review of the visiting function and the recommended way forward and necessary staffing proposals - *report circulated to Members*

71 - 76

DATE OF NEXT MEETING

The next **Scrutiny Committee - Resources** will be held on Wednesday 21 November 2007 at 5.30 pm

FUTURE BUSINESS

The schedule of future business proposed for this Scrutiny Committee and other Committees of the Council can be viewed on the following link to the Council's website: <http://www.exeter.gov.uk/docs/committee/workschedule.doc>
Councillors can view a hard copy of the schedule in the Members Room.

Membership -

Councillors D J Morrish (Chair), Choules (Deputy Chair), Branston, P Brock, Coates, Cole, Martin, Newcombe, Noble, Prowse, Robson, R Smith and Sterry

Find out more about Exeter City Council services by looking at our web site <http://www.exeter.gov.uk>. This will give you the dates of all future Committee meetings and tell you how you can ask a question at a Scrutiny Committee meeting. Alternatively, contact the Member Services Officer on (01392) 265275 for further information.

Individual reports on this agenda can be produced in large print on request to Member Services on 01392 265111.