

**PERFORMANCE RESOURCES AND ASSETS
SCRUTINY COMMITTEE**

ANNUAL REPORT 2003/04

Introduction

The Council's constitution, introduced in December 2001, provides that each of the scrutiny committees reports once a year to the Scrutiny Board. This is the third annual report of the Performance, Resources and Assets Scrutiny Committee.

The Committee

During the year covered by this report the Membership of the Committee was as follows:

Chair	Councillor Ashraf
Vice Chair	Councillor P Chapman
Member	Councillor Bullock
Member	Councillor Harris
Member	Councillor Siederer
Member	Councillor Titmuss

The terms of reference of the Performance, Resources and Assets Scrutiny Committee cover the following:

Executive portfolios	Leader's Deputy Leader's Resources and Assets
Functions	Capital Asset Management Human Resources Property Information Management Financial Strategy Stewardship of Public Funds London Luton Airport Trusts Subscriptions and contributions to outside agencies Pooled Budgets To act as the Council's "Audit Committee"

Mentors

The Scrutiny Board appointed Councillors Bashir and Hoyle to oversee the work of the Performance, Resources and Assets scrutiny committee

Panels

Members of Performance, Resources and Assets Scrutiny Committee serve on the Swimming Pool and Leisure Facilities Panel, the Children's Services Panel and the Best Value Panel and the Joint Health Scrutiny Panel with the County Council.

The Role of Scrutiny Committees

The role of scrutiny committees is as follows

- To hold the Executive to account
 - By considering Executive decisions which are 'called in'
 - By giving advice to the Executive about matters included in their forward plan
- To monitor and evaluate performance
 - Using performance Indicators
 - And best Value reviews of services
- To examine topics of public interest or concern
- To consider topics referred by the Executive
- To undertake policy development, reviews and revision
- To undertake the role of community champion
 - By reviewing the performance of other public and 'common' services
 - By considering matters affecting the area and/or local people

Work completed

The Committee has met generally every four weeks throughout the last municipal year. The Committee continued with the work programme that had previously been set on the basis of the advice tendered by the Scrutiny Board to choose a limited number of topics and to carry out an in depth scrutiny of those topics.

The topics chosen by the committee for 2003-04 were as follows:

In depth scrutiny	Monitoring
Airport concession	Delivering the balanced budget
Asset management	Workforce/recruitment data
Procurement	Call centre and one stop shop
Budget monitoring - system	Communications - implementation
	Single status – job evaluation
	Race Equality Scheme (employment dimension) – implementation
	Human Resources Strategy
	Information Management Strategy
	Community Plan
	Charging and powers to trade

The topics considered by the Committee are set out in the attached appendix.

Best Value Reviews

There were no best value reviews in 2003-04 that came within the remit of the committee.

Performance

The committee, following the advice of the Scrutiny Board, appointed two Members to monitor statistical information about the service delivery performance of services coming within the remit of the committee. The Member appointed to this task was Councillor Harris. No performance issues were referred to the committee by the nominated Member.

During the Course of the year the Scrutiny Board decided that each of the scrutiny committees should receive reports on the priority performance indicators relating to services within their remit.

Work in progress

The committee had undertaken a substantial amount of work in the previous year examining the impacts on the Town of the Airport. This included spending two meetings consulting the public and considering the implications of the options set out in the Government's consultation on airport capacity in the south east of England. When the Government announced its decisions on the various consultation reports relating to airport capacity and transport infrastructure proposals the committee met again to consider the Government's proposals for expansion of capacity and traffic. The committee has decided to suspend further work on this topic until the operator has developed their response to the Government White Paper.

The review of Asset Management has continued and is approaching completion. The committee continues to monitor the progress being made by the Council towards achieving a representative workforce.

The committee monitored the progress towards implementing single status for the workforce.

The committee has maintained its interest in the implementation of the call centre and one stop shop.

The committee has fulfilled its responsibilities as the Council's Audit committee. The review of the overall position for the budget for 2004-05 was more rigorous than in previous years and was conducted against the backdrop of options for radical reductions in spending on some services and for significant growth in spending on others.

Future Work

The committee has decided that it should make an early start on an in-depth scrutiny of the process of preparing, presenting and progressing the proposals for the Council's budget.

The Committee is continuing with the two major topics that have been started, namely the Airport and Asset Management and will be considering its future work programme at the first meeting in the new municipal year. Subject to completing these the committee has decided to conduct a scrutiny of procurement. Further topics may be added as a result of consultation with partners and stakeholders.

Councillor M. Ashraf

Chair of the Performance, Resources and Assets Scrutiny Committee

1st April 2004