

Housing & Community Safety Select Committee

A meeting of Housing & Community Safety Select Committee was held on Thursday, 1st July, 2010.

Present: Cllr Julia Cherrett, Cllr Robert Gibson, Cllr Jean Kirby, Cllr Bill Noble, Cllr Bill Woodhead

Officers: Beccy Brown(RES), Mike Batty, Sue Daniels(DNS), Graham Birtle, Anthony Duffy, Michelle Jones, Sarah Whaley(LD),

Also in attendance:

Apologies: Cllr Mohammed Javed, Cllr Liz Nesbitt, Cllr Allison Trainer,

HCS 9/10 Declarations of Interest

There were no declarations of interest.

HCS 10/10 Minutes from the Meetings held on 7th January 2010 and the 25th February 2010 to be considered for signature.

CONCLUDED that the minutes of the meeting held on the 7th January 2010 and 25th February 2010 were signed as a correct record.

HCS 11/10 Draft minutes of the meeting held on the 22nd April 2010 to be considered for approval.

Consideration was given to the draft minutes from the meeting dated the 22nd April 2010 for approval.

CONCLUDED that the minutes of the 22nd April 2010 be approved.

HCS 12/10 Progress Updates on Previously Agreed Recommendations

Members were asked to consider the assesment of progress contained within the attached Progress Updates on the implementation of previously agreed recommendations. There were outstanding recommendations from the Review of Registered Social Landlords.

Councillor Gibson asked that the wording on the Assessment of Progress Categories at Appendix 2 of the report be changed at point 4 and asked that it state 'An explanation for non achievement of the recommendation will be provided' and not 'should be provided'.

CONCLUDED that

1) the progress updates be noted.

2) the Scrutiny Officer to investigate the changing of the wording at Appendix 2 of the report as detailed above.

EIT Review of Admin, Business Support/Customer Services and Performance Management

Members were presented with the Scope and Project Plan for the review of Admin, Business Support/Customer Services and Performance Management.

The Committee was informed that the former Head of Communications and Marketing, Beccy Brown, would be the lead officer for this review in conjunction with the Head of Performance and Business Services, Head of Support Services and the Head of Customer Services & Taxation who would be acting as the leads on specific areas as follows:

- 1) General Administration Services - Head of Customer Services & Taxation
- 2) Technical Administration - former Head of Communications and Marketing
- 3) Performance & Business Support - Head of Performance and Business Services
- 4) PA's - Head of Support Services

Members also heard that approximately 420 Stockton Borough Council employees would be affected by the review and that members of staff would be contacted as soon as possible informing them about the review.

The Committee agreed the timescales listed in the project plan, including a changed meeting date from the 7th October to the 21st October.

The Committee asked the Head of Communications and Marketing how the lead officers would co-ordinate and meet during this review. Members learned that there would be a steering group which would meet on a fortnightly basis and all strand leads would form their own project teams. In addition to this there would be an advisory group which would be made up of volunteers from Stockton Borough Council Employees. Members were informed that the 420 officers would be briefed by their relevant Heads of Service and a special edition of KYIT would be published giving details of what was happening. An e mail account was also to be set up for officers enabling them to submit any concerns or ask any questions in relation to this review. The Head of Communications and Marketing informed the Committee that trade unions would also be consulted however it was highlighted by members that approximately 50% of Stockton Borough Council employees were not trade union members and that further advice should be gained from Human Resources to ensure these staff were included.

Councillors Kirby & Woodhead informed the Committee that they were members of the Employee Appeals Panel and there could be a conflict of interest as the review progressed. The Head of Communications and Marketing stated that she would seek further advice from Human Resources.

CONCLUDED that

- 1) the Scope and Project Plan be agreed with the change of meeting as detailed above.

2) the Head of Communications and Marketing to seek further guidance when dealing with this review in relation to the members of staff who would be effected by this review.

3) the Head of Communications and Marketing to seek further advice in relation to Cllr Kirby being a member of the Employee Appeals Panel.

**HCS
14/10**

Work Programme

The Scrutiny Officer briefly outlined the items which would be discussed at the next Housing and Community Safety Select Committee meetings including that of the 12th July 2010 which was to allow the taxi trade to make representation as part of the Review of Taxi Licensing. The Scrutiny Officer also informed Members that any concerns or questions that the taxi trade would make would need to be sent in no later than Friday the 2nd July 2010. This would then be collated and distributed in due course to Members. Cllr Kirby and Cllr Woodhead asked for clarification as to whether or not they could be present whilst this item was being discussed as they were Members of the licensing Committee. The Scrutiny Officer was to clarify this as soon as possible.

CONCLUDED that:

1) the information be noted

2) The Scrutiny Officer to distribute any questions or concerns that the Taxi Trade may have to members in due course prior to the meeting on the 12th July 2010.

3) the Scrutiny Officer to clarify the position of Councillors Kirby and Woodhead in relation to this item as they both were members of the Licensing Committee.