

CENTRAL BEDFORDSHIRE COUNCIL

At a meeting of the **BUSINESS TRANSFORMATION OVERVIEW & SCRUTINY COMMITTEE** held at Room 15, Priory House, Monks Walk, Shefford on Monday, 25 January 2010

PRESENT

Cllr M Gibson (Chairman)
Cllr R W Johnstone (Vice-Chairman)

Cllrs J A E Clarke
D J Hopkin
J G Jamieson

Cllrs J Murray
Ms J Nunn

Apologies for Absence: Cllrs R A Baker
Mrs A Barker

Substitutes: Cllr Mrs J G Lawrence (In place of Cllr Mrs A Barker)

Members in Attendance: Cllrs P N Aldis
D J Lawrence
T Nicols,

Officers in Attendance: Mr B Carter Overview & Scrutiny Manager
Mrs M Clampitt Democratic Services Officer
Mr R Ellis Director of Business Transformation,
CBC
Mr C Heaphy Director of Corporate Resources
Mr C Jones Assistant Director Business
Transformation & Customer
Services
Mr I Porter Assistant Director Policy,
Partnerships & Performance

BT/09/63 **Chairman's Announcements and Communications**

None

BT/09/64 **Minutes**

RESOLVED

that the Minutes of the meetings of the Business Transformation Overview and Scrutiny Committee held on 23 November and 21 December 2009 be confirmed and signed by the Chairman as a correct record.

BT/09/65 Members' Interests**(a) Personal Interests:-**

None.

(b) Personal and Prejudicial Interests:-

None.

(c) Any Political Whip in relation to items on the agenda:-

None.

BT/09/66 Petitions

The Chairman announced that no petitions had been referred to this meeting.

BT/09/67 Questions, Statements or Deputations

The Chairman announced that no questions, statements or deputations had been received.

BT/09/68 Call-In

The Chairman announced that no call-ins had been referred to this Committee.

BT/09/69 Requested Items

The Chairman announced that there were no requested items had been received.

BT/09/70 Approach to Business Transformation & Improvement

The Committee received and considered the report of the Portfolio Holder for Business Transformation regarding the key principles that would define our overall approach to business transformation and improvement, that would take us from where we were now and how we currently operated, on a journey that would ultimately develop our collective capability to deliver our strategic priorities as defined in the Organisation Plan.

At the December 2009 Business Transformation OSC meeting a request to establish a task force to review the draft strategy was agreed. The Task Force met on 11 January 2010 and listed a number of concerns they had regarding the draft strategy:

- It did not sufficiently address the Council's strategic priorities in relation to prioritising of strategic activities
- It did not define clear outcomes and timescales for those priorities
- It was not honest in its assessment of the timing of delivery of benefits (including efficiency savings) from Total Place and DECATS by July 2010
- It was not an action lead strategy
- Short term goals (within 1-3 years) were not clear

The Committee agreed that given the concerns outlined above, and taking advantage of the delay in the report being taken to the April Executive instead of the originally scheduled February meeting, the Task Force be requested to meet again with the Officers and further refine the strategy. This refined document would be brought to the February Business Transformation OSC for comments prior to Executive consideration.

RESOLVED

- 1. that the Approach to Transformation & Improvement report be noted.**
- 2. that the Task Force and Officers meet again to refine the Strategy and bring a revised version to the February Business Transformation Overview & Scrutiny Committee.**

BT/09/71

Shared Services

The Committee received and considered the report of the Director of Corporate Resources which described the governance arrangements that were in place for the shared services agreements between Central Bedfordshire Council (CBC) and Bedford Borough Council (BBC). In addition, the signoff status of the various Service Level Agreements (SLAs) were also included in the form of an SLA Tracker Sheet.

The Director of Corporate Resources informed the Committee that there were approximately 52 SLAs. The majority had been completed whilst the balance were being signed off. A SLA Tracker Sheet had been created, which listed the details of the SLAs by Division and included contact officer names.

The Chairman of the Audit Committee requested that the Committee review the governance arrangements for the SLAs. The Audit Committee were not concerned with the detail contained within the documents but rather that a governance process was in place. It was noted that the Audit Commission would also be carrying out a forward looking review of the agreements and the process followed.

The Committee agreed that a Task Force should meet to obtain a fuller understanding of the process with a view towards reviewing governance if it was deemed necessary.

RESOLVED

that a task force be established to understand the issue of shared services in greater depth and to assess whether the governance arrangements were generally sound or required further review.

BT/09/72 **Capital Programme**

This item was withdrawn from the Agenda and would be considered by the Corporate Resources Overview and Scrutiny Committee at its meeting to be held on 1 February 2010.

BT/09/73 **Work Programme**

The Committee received a report from the Overview and Scrutiny Manager regarding its Work Programme for 2009/2010.

It was noted that the Business Transformation Overview and Scrutiny Committee's 22 February 2010 meeting would cover:-

- Performance & Budget Report Q3
- Total Place
- Sustainable Community Strategy
- Councillor Support Task Force

RESOLVED

that the contents of the report be noted.

(Note: The meeting commenced at 10.00 a.m. and concluded at 11.40 a.m.)