

**OVERVIEW AND SCRUTINY COMMITTEE**

Minutes of the meeting of the **OVERVIEW AND SCRUTINY COMMITTEE** of the  
Teesdale District Council held at Teesdale House, Galgate,  
Barnard Castle on **Wednesday, 12 NOVEMBER** at 5.30 pm

**PRESENT:** N Wood **Chair**

Councillors:

RA Bell	D Metcalfe
M Bolden	GM Richardson
MJ Clark	KP Ryman
AJ Cooke	A Smith
MM English	D Reed
JR Hinchcliffe	JR Watson
KJ Hodgson	K Watson

Co-opted Members: Mr David Kinch and Mrs Pamela Spurrell

Apologies for absence were received from Councillors K Coates and PL Stubbs

Officers in attendance:

P Wilding	-	Interim Deputy Chief Executive
J Kellett	-	Chief Finance Officer
M Dennis	-	Chief Governance Officer
D Roberts	-	Democratic Services Manager
A Lambert	-	Scrutiny and Member Support Officer

**55 ITEMS OF URGENT BUSINESS**

There were no urgent items of business to discuss.

**56 DECLARATIONS OF INTEREST**

There were no declarations of interest from members.

**57 MINUTES**

**RESOLVED:**

That the minutes of the meeting held on 17 September 2008 be confirmed as an accurate record.

**58 ASSET TRANSFER (Minute 52)**

The Chair of the Finance Panel, Councillor RA Bell, reported that, pursuant to the above minute, members had received a copy of the Council's asset register; and that Town and Parish Councils had received a register of assets relevant to their parishes. The Chief Finance Officer responded to comments and questions from members on the subject and confirmed that parish councils had been asked to make applications by the end of November 2008.

**RESOLVED:**

That the information be noted.

**59 RESULTS OF THE STAFF SATISFACTION SURVEY 2007**

The Committee considered a report in relation to the way that the results of the 2007 staff satisfaction survey were dealt with, in particular the fact that they were not distributed to all members of the Council. It was noted that, although the Overview & Scrutiny Co-ordinating Group had determined that there was no merit in pursuing the matter further, this course of action required endorsement by the full Committee.

**RESOLVED:**

That no further action be taken in relation to this matter.

**60 FIRE RISK ASSESSMENT – SECOND INTERIM REPORT (Minute 44)**

The Committee considered a report by the Health and Safety Manager, submitted pursuant to the above minute, which detailed his recommendations in relation to fire risks at Teesdale House, with particular regard to the long term aim of providing emergency lighting in conjunction with the planned electrical rewiring of the premises in 2009. The Interim Deputy Chief Executive advised that the Corporate Management Team had only recently considered the report but had agreed to implement the recommended short term measures as soon as possible. The medium and long term recommendations had been referred to the Council's Asset Management Group for consideration.

**RESOLVED:**

That the report be received and that Corporate Management Team be requested to consider bringing forward the provision of emergency lighting at Teesdale House.

**61 INTERNAL AUDIT REPORT – ICT (Minute 20)**

The Committee considered a report, pursuant to the above minute, confirming that the concerns raised had now been addressed; a system was in place to ensure that all employee privileges, including access to the Council's ICT systems, were terminated when employment ceased.

**RESOLVED:**

That the report be received.

**62 ANALYSIS OF 2008 CPA (Minute 50)**

The Chair reported that further discussions were being arranged with Lead Members and relevant officers in order for quantifiable information to be collated with regard to seeking improvement. The Chair circulated a paper outlining the next stages of the analysis and confirmed that a final report would be submitted to the Committee in due course.

**RESOLVED:**

That the information be noted.

**63 PARTNERSHIPS (Minute 51)**

The Chair of the Performance Panel, Councillor K Coates, requested members to consider to whom the Partnerships report should be distributed.

**RESOLVED:**

That the Partnerships report be distributed to all those partners identified in the Council's Corporate Partnership Strategy.

**64 HELPING SMALL BUSINESSES**

The Chair submitted a report highlighting the Council's success in paying invoices within 30 days and suggested that some small businesses might benefit from having their invoices paid more quickly. The Interim Deputy Chief Executive confirmed that any reasonable request for earlier payment would be sympathetically considered and every effort would be made to comply.

**RESOLVED:**

That any small businesses which were experiencing cash flow problems be urged to contact the Council to discuss alternative payment terms.

**65 PANEL CHAIRS' UPDATES**

The Chair of the Environment Panel, Councillor AJ Cooke, reported that the review '*Unauthorised parking and the Obstruction of Pavements, Use of and the Provision and Maintenance of Footpaths/Pavements*' would shortly be finalised and presented to the Committee for consideration.

The Chair of the Services Panel, Councillor KP Ryman, confirmed that baseline information in relation to members' attendance and contribution at partnership meetings was still being collated. Once all the information had been obtained, an analysis would be undertaken and a report drafted. It was further noted that a 'light touch' review of the recommendations made in an earlier report on planning enforcement was currently underway.

**RESOLVED:**

That the information be noted.

The meeting closed at 6.55 pm.