

**CENTRAL SERVICES PERFORMANCE IMPROVEMENT COMMITTEE****2 December 2004****Attendance:**

Councillors:

Mitchell (Chairman) (P)

de Peyer (P)  
Clohosey  
Hoare (P)  
Hollingbery (P)  
HuttonLipscomb (P)  
Nelmes  
Pearce (P)  
Verney (P)  
Watts**Deputy Members:**

Councillor Maynard (Standing Deputy for Councillor Clohosey)

**Others in attendance who did not address the Meeting:**

Councillor Davies

**1. APOLOGIES**

Apologies were received from Councillors Clohosey, Hutton and Learney (as the Portfolio Holder for Finance and Resources).

**2. PUBLIC PARTICIPATION**

There were no questions asked or statements made.

**3. MINUTES**

RESOLVED:

That the minutes of the previous meeting, held 14 July 2004, be approved and adopted (less exempt minutes).

**4. FINANCE DEPARTMENT BUDGET 2005/06**

(Report CEN74 refers)

The Director of Finance summarised the report to Members and in response to questions, agreed to clarify to Members after the meeting the increased costs of the Council Tax administration.

The Committee discussed the potential for savings through joint working with other local authorities for generic functions, such as Council Tax and Housing Benefits administration. Members noted the success of the Internal Audit Team which was shared between the City Council and other local authorities and that discussions had been held with a view to extending this joint working to include IT services.

The Chief Executive added that following the Gershon Review, Government would require all local authorities to plan towards achieving savings of 2.5% pa from their functions, including "back office services" from April 2005. Part of the savings could be through improved methods of operation leading to quantifiable service improvements, although a proportion would have to be cash savings.

The Committee commented upon the importance of maintaining quality over costs, the apparent lack of enthusiasm from other local authorities; concerns over working capacities and the possible conflict of priorities and it was suggested that this was an area that should be considered in the Chief Executive's report on the Council's suggested response to the Gershon Review in Spring 2005.

In response to a question, the Chief Executive confirmed that it was not within the External Audit Team's normal remit to recommend joint working with other Local Authorities or the out-sourcing of services.

RESOLVED:

That Cabinet approve the detailed budget for 2005/06 and the revised budget for 2004/05 as set out in the report.

5. **CITY SECRETARY AND SOLICITOR'S DEPARTMENT BUDGET 2005/06**  
(Report CEN76 refers)

The City Secretary and Solicitor highlighted to Members that the licensing fees under the Licensing Act 2004 had yet to be finalised by Government, although current indications were that the total income received was likely to be lower than the Council's full costs. The budget figures would be updated in a further report when the Government confirmed the fee proposals.

RESOLVED:

That Cabinet approve the detailed budget for 2005/06 and the revised budget for 2004/05 as set out in the report.

6. **CHIEF EXECUTIVE'S DEPARTMENT BUDGET 2005/06**  
(Report CEN77 refers)

Following Members' comments at the previous meeting, the Chief Executive distributed to the Committee a staff establishment chart and answered questions on the responsibilities of various posts within his Department.

RESOLVED:

That Cabinet approve the detailed budget for 2005/06 and the revised budget for 2004/05 as set out in the report.

7. **ESTATES, DEVELOPMENT SERVICES, DEPARTMENT BUDGET 2005/06**  
(Report CEN75 refers)

The Director of Development Services answered questions on expenditure relating to the Christmas Lights in Winchester and Members noted that its cost was shared between the Chamber of Commerce, the Town Account and the Development

Services budget. Members also questioned the increase in the town centre management expenditure and its relevance to the Estates Budget. The Director of Finance explained that the majority of this expenditure related to overhead costs such as management, office accommodation and Support Services.

RESOLVED:

That Cabinet approve the detailed budget for 2005/06 and the revised budget for 2004/05 as set out in the report.

8. **PRINCIPAL SCRUTINY WORK PROGRAMME**  
(Report PS153 refers)

RESOLVED:

That the report be noted.

9. **EXEMPT BUSINESS**

RESOLVED:

That the public be excluded from the meeting during the consideration of the following items of business because it is likely that, if members of the public were present, there would be disclosure to them of 'exempt information' as defined by Section 100I and Schedule 12A to the Local Government Act 1972.

<u>Minute Number</u>	<u>Item</u>	<u>Description of Exempt Information</u>
##	Minutes of the previous meeting, held 14 July 2004 (Debtor Monitoring to June 2004)	) Information relating to any ) particular applicant for, or ) recipient or former recipient of ) any financial assistance by the ) authority. (Para 5 to Schedule ) 12a refers). ) ) Information relating to the ) financial or business affairs of ) any particular person (other than ) the authority). (Para 7 to ) Schedule 12a refers).
##	Minutes of the previous meeting, held 14 July 2004 (Commercial Property Arrears and Voids)	) Information relating to the ) financial or business affairs of ) any particular person (other than ) the authority). (Para 7 to ) Schedule 12a refers). ) ) Any terms proposed or to be ) proposed by or to the authority ) in the course of negotiations for

- ) a contract for the acquisition or
- ) disposal of property or the
- ) supply of goods or services.
- ) (Para 9 to Schedule 12a refers).
- )

**10. EXEMPT MINUTES**

RESOLVED:

That the Exempt Minutes of the previous meeting, held on 14 July 2004 regarding Debtor Monitoring (further detail in exempt minute) and the Commercial Property Arrears and Voids, together with the update given in the exempt appendix, be approved and adopted.

The meeting commenced at 6.30pm and concluded at 8.20pm.

Chairman

