

**AGENDA for a meeting of the RESOURCES SCRUTINY COMMITTEE in
Committee Room B, County Hall, Hertford on Thursday 25 March 2004
at 10.00 am.**

MEMBER MEETINGS (FOR MEMBERS ONLY)

Conservative	2. 00 p.m.	18 March 2004	Ashbourne Room
Opposition	2. 00 p.m.	22 March 2004	Chairman's Dining Room

Conservative	9. 15 a.m.	Room 108
Labour	9. 15 a.m.	Room 106
Liberal Democrat	9. 15 a.m.	Room 12

MEMBERS OF THE COMMITTEE (10) - QUORUM 4

G M Cook, P V Goggins, I H Laidlaw - Dickson (Chairman), S Newton, S Pile, S Quilty, H M Saunders, R H Smith, R J Smith, W A Storey (Vice - Chairman).

AGENDA

AUDIO SYSTEM

Committee Room 'B' has an audio system to assist those with hearing impairment. Anyone who wishes to use this should contact Main (front) Reception.

PART 1 (PUBLIC) AGENDA

Meetings of the Committee are open to the public (this includes the press) and attendance is welcomed. However, there may be occasions when the public are excluded from the meeting for particular items of business. Any such items are taken at the end of the public part of the meeting and are listed under "Part II ('closed') agenda".

MINUTES

That the minutes of the meeting of the Committee held on 22 January 2004 (previously circulated) be confirmed as an accurate record.

PUBLIC PETITIONS [SC.11]

Any member of the public, (who is a resident in Hertfordshire or is on the electoral register for Hertfordshire) may present a petition to the Committee. An authorised representative of any Hertfordshire parish or town council subscribing to a parish charter approved by the County Council may also present a petition to the Committee in relation to matters within that parish. The subject of the petition must be appropriate for the Committee and must be signed by at least 100 residents or business ratepayers of Hertfordshire.

Notification of intent to present a petition must be given in writing to the County Secretary, (County Hall, Hertford, SG13 8DE) at least **fourteen clear days** before the meeting where an item relating to the subject matter of the petition does not appear on the agenda for the meeting and at least **three clear days** before where the item is the subject of a report.

If you have any queries about the procedure please contact Adrian Service, on telephone no. (01992) 555564.

No notice of petitions had been received at the time of agenda dispatch.

QUESTIONS [SC.9(4)]

Members are able to question the Executive Member(s) on matters which are not the subject of reports on the agenda. A member who wishes to ask a question shall give written notice of it to the County Secretary at least **three clear working days** before the meeting, stating to whom the question is to be put. Written copies of the questions and answers shall be available at the meeting. Questions shall be answered orally at the meeting in the order in which notice has been received. The member asking the question may ask one supplementary question. The person responding may choose to answer such a supplementary question, or promise a written reply within seven days. The period of time allocated for questions shall not exceed **ten minutes**. Any questions remaining after that period has elapsed shall be answered in writing within seven days. The Chairman may, however, accept questions without notice if satisfied they are urgent. Such questions shall not count towards the allocated time limit of ten minutes and shall be answered orally at the meeting or in writing within seven days.

Questions relating to matters on the agenda shall be asked when that matter is discussed and may be addressed to the Chairman or to an officer, who may answer orally or may undertake to provide a written reply within seven days.

No questions had been received at the time of agenda dispatch.

The following reports are attached to this agenda:-

1. RESPONSIVENESS TO CUSTOMERS

Report of the County Secretary

The Executive Member for this item is David Beatty

2. SHARP PROJECT - PROGRESS

Report of the Chief Executive

The Executive Members for this item are David Beatty and Alan Searing

3. SIMPLY DONE EFFICIENCIES PANEL WORK AND PROGRAMME FOR 2004/2005

Report of the Chief Executive

The Executive Member for this item is Alan Searing

4. LOCAL PUBLIC SERVICE AGREEMENT – PROGRESS REPORT

Report of the Chief Executive

The Executive Member for this item is David Beatty

5. COUNTY COUNCIL REVENUE AND CAPITAL BUDGET MONITOR

Report of the Finance Director

The Executive Member for this item is David Beatty

6. COUNCIL PROMISES AND LOCAL PUBLIC SERVICE AGREEMENT [LPSA] MONITOR REPORT - 'TRAFFIC LIGHT' MONITOR

Report of the Head of Performance Improvement

The Executive Member for this item is David Beatty

7. SCRUTINY UPDATE AND WORK PROGRAMME FOR 2004 / 2005

Report of the Scrutiny Support Officer

Items referred by the Council:

none

ITEMS REFERRED TO THE COUNTY COUNCIL (Standing Order SC.7(2))

At a Committee meeting the leader of the Opposition or a spokesman nominated by that Leader may require one identified item to be reported from that meeting to the Council.

PART II ('CLOSED') AGENDA

EXCLUSION OF PRESS AND PUBLIC

There are no items of Part II (Confidential) business on this agenda. If items are notified the Chairman will move:-

"That under Section 100(A)(4) of the Local Government Act 1972, the public be excluded from the meeting for the following item of business on the grounds that it involves the likely disclosure of exempt information as defined in paragraph of Part 1 of Schedule 12A to the said Act."

Please note that full papers have been dispatched to Committee members only. All other members have been sent the front sheets of each report.

If you require a copy of any of the reports mentioned above or require further information about this agenda please contact Adrian Service, Committee Services, County Secretary's Department, on telephone no. 01992 555564 or fax. 01992 555518