



OVERVIEW AND SCRUTINY INQUIRY PROJECT OUTLINE

<p>Review Topic: Efficiency gains at Chorley Council during the 2004 and 2007 spending review period.</p>	<p>Investigation by: Corporate and Customer Overview and Scrutiny Panel.</p>
<p>Objectives:</p> <ol style="list-style-type: none"> 1. To assess the performance of the Council in achieving the efficiency targets set by the Government. 2. To identify the Council's future plans to tackle the efficiency agenda. 3. To ensure that efficiency gains do not adversely impact on our customers. 	<p>Type: Inquiry.</p> <p>Desired Outcomes:</p> <ol style="list-style-type: none"> 1. To identify any lessons learned so far and to assess how these can be applied to the future efficiency agenda. 2. To ensure that Chorley Council is on target to achieve it's efficiency savings. 3. To ensure suitable monitoring arrangements are in place to enable action if required.
<p>Terms of Reference:</p> <ol style="list-style-type: none"> 1. To examine the Annual Efficiency Statement sent to the Government. 2. To consider areas, excluding the Contact Centre, where efficiency gains have been anticipated but not yet achieved. 3. To examine the procedure and methodology for measuring and driving the efficiency agenda. 	
<p>Key Issues:</p> <ol style="list-style-type: none"> 1. Is the Council achieving the current efficiency targets? 2. How does the Council identify / report efficiency gains? 3. To compare performance with other CIPFA Family Authorities and private companies providing Local Authority services. 	<p>Risks:</p> <ol style="list-style-type: none"> 1. Having expectations beyond the capacity to deliver.
<p>Venue(s): Town Hall, Market Street, Chorley</p>	<p>Timescale:</p> <p>Start: July 2007</p> <p>Finish: February 2008</p>

Information Requirements and Sources:

Documents/evidence: *(what/why?)*

1. Annual Efficiency Statements (AES).
2. Annual Use of Resources Assessments.
3. Value for Money (VFM) Strategy.
4. Customer Access Strategy.
5. Relevant reports to Chorley's Executive Cabinet.

Witnesses: *(who, why?)*

1. Director of Finance.
2. Deputy Chief Executive.
3. Directors / managers as identified through the Inquiry.
4. Other Local Authority officers as identified through the Inquiry.

Consultation/Research: *(what, why, who?)*

1. Audit Commission family group.
2. Websites:
Audit Commission,
Chartered Institute of Public Finance and Accountancy (CIPFA),
Association for Public Service Excellence (APSE).

Site Visits: *(where, why, when?)*

As identified through the Inquiry.

Officer Support:

Lead Officer:

James Douglas (Business Improvement Manager).

Policy and Performance Officer:

Sarah Dobson (Performance Advisor – Corporate and Customer).

Democratic Services Officer :

Ruth Hawes (Assistant Democratic Services Officer).

Likely Budget Requirements:

<u>Purpose</u>	<u>£200.00</u>
Total	<u>£200.00</u>

Target Body¹ for Findings/Recommendations

Overview and Scrutiny Committee, Executive Cabinet.