

OVERVIEW AND SCRUTINY INQUIRY PROJECT OUTLINE

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| <p>Review Topic: Efficiency gains at Chorley Council during 2004 and 2007 and plans for the future.</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>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. 4. To identify potential areas for efficiency not already being considered. |
| <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 the Councils' approach to planning and achievements of efficiency gains ensuring: <ul style="list-style-type: none"> • That opportunities are maximised to help the Council achieve its corporate priorities, • That Government targets set are achieved. 3. To examine the procedure and methodology for measuring and driving the efficiency agenda. 4. To report the findings to the Overview and Scrutiny Committee. | |
| <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. 4. To identify potential areas for efficiency not already being considered. | <p>Risks:</p> <p>(For the Inquiry)</p> <ol style="list-style-type: none"> 1. Having expectations beyond the capacity to deliver. <p>(For the Efficiency agenda)</p> <ol style="list-style-type: none"> 2. That Government targets will not be hit. 3. That the maximum opportunities for efficiencies will not be taken. |
| <p>Venue(s):</p> <p>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. Customer Access Officer.
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. Chartered Institute of Public Finance and Accountancy (CIPFA).
3. Association for Public Service Excellence (APSE).

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

As identified through the Inquiry, potentially Blackburn with Darwen, Pendle, Thameside, Trafford.

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:

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

Target Body¹ for Findings/Recommendations

Overview and Scrutiny Committee, Executive Cabinet.