



LEICESTERSHIRE COUNTY COUNCIL

REPORT TO THE SCRUTINY COMMISSION

WEDNESDAY 14th NOVEMBER 2001

REPORT OF THE CHIEF EXECUTIVE

LEICESTERSHIRE RECORD OFFICE – TERMS OF REFERENCE OF THE REVIEW PANEL

Purpose

1. This report sets out the terms of reference of the review panel established to look at the Leicestershire Record Office.

Background

2. The Commission at its meeting on 5th September considered a report in relation to its own work programme. The Commission decided to establish two five member panels, the first to examine issues relating to the difficulties in connection with the Leicestershire Record Office and the second to monitor the development of the Community Plans/Strategies of the County Council and the District Councils. With regard to the Record Office the Commission decided as follows:-
 - (b) That a five member Panel be established to undertake an investigation of the difficulties experienced at the Record Office and to identify lessons to be learnt; the detailed terms of reference to be determined by the Chief Executive after consultation with the Scrutiny Reference Group.'

The Leicestershire Record Office

3. The Scrutiny Reference Group has been discussing the scope of this review panel having regard to the work currently in hand to prepare proposals for Cabinet consideration on future options. The Group was advised that the Director of Property was undertaking property option appraisals, the outcome of which would not be available until early December. In addition to this, the City Council was reviewing its position in relation to the current joint arrangement for the provision of a service from the Record Office and this may have an impact on the future provision of the service. The Reference Group has suggested the following terms of reference for the review:-

- a) To examine the process by which the building and equipment was specified and procured;
 - b) To examine the process which led to the County Council taking legal action which resulted in a cost to the Authority of approximately £600,000;
 - c) To examine the suitability of the existing building and equipment in relation to future needs and demands on the service.
4. The membership of the Panel, agreed following consultation with the Group Whips, is as follows:-

Mr P. C. Osborne Mr N. J. Brown Mr O. D. Lucas
Mr N. J. Rushton
Mr B. Page

The Panel will be chaired by a member nominated by the Conservative Group.

Conclusion

5. The Commission is asked to note
- a) the scope of the review panel as agreed by the Scrutiny Reference Group and to consider whether it has any further advice it wishes to offer the Panel.
 - b) note the appointment of the members referred to in paragraph 4 on to the Review Panel made through the political group processes.

Equal Opportunities Implications

None arising from this report.

Background Papers

Report of the Chief Executive to the Scrutiny Commission on 5th September, 2001.

Officers to contact

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