

BROMSGROVE DISTRICT COUNCIL

MEETING OF THE PERFORMANCE MANAGEMENT BOARD

Friday, 21st April 2006 at 2.00 p.m.

PRESENT: Councillors B.L. Fuller C.B.E. Q.F.S.M. (Chairman), G.N. Denaro, Mrs. J. Dyer M.B.E. and J.A. Ruck.

(NOTE: Councillor Mrs. M.M.T. Taylor was also present at the meeting).

29/05 **APOLOGIES**

Apologies for absence were received from Councillors C.B. Lanham, Mrs. J. D. Luck and P.M. McDonald

30/05 **MINUTES**

The Minutes of the Meeting of the Board held on the 20th March 2006, were submitted.

RESOLVED that the Minutes be approved and confirmed as a correct record.

31/05 **RECOVERY PLAN - UPDATE**

Consideration was given to three separate Reports on the Council's Recovery Plan, encompassing (i) a revised four month summary for the period March to June 2006; (ii) an overview of the Recovery Plan; and (iii) a detailed copy of the Recovery Plan timetable. Members raised a number of general questions to which the Assistant Chief Executive and the Corporate Director (Resources)' responded appropriately. However, a number of specific issues were raised, and it was

RESOLVED

- (i) that the Committee's appreciation and congratulations be extended to the staff on the news that 96% of the Recovery Plan was "on target";
- (ii) the Chairman, referring to paragraph 2.3.6 (Research External Funding Opportunities) expressed his concern over the "as and when appropriate" commentary. In this regard he was advised of the practice within other, neighbouring authorities of employing funding co-ordinators, and was assured that this whole issue would be addressed during the next round of budget talks;
- (iii) referring to paragraph 2.6.2 (Joint Attendance at Conferences/Seminars), it was suggested that there should be a mechanism in place to ensure that Group Leaders were aware of what was available; and
- (iv) it was further agreed that, whilst it was acknowledged that the Recovery Plan was well on target, it was nevertheless in need of an "overhaul", and, following initial discussions with the new Lead Government Official (John Edwards), this would be referred to the Senior Management Team for due consideration.

32/05

AUDIT COMMISSION - USE OF RESOURCES

A report which detailed the outcome of the Use of Resources assessment recently carried out by the Council's appointed auditors, KPMG, was submitted. In considering the report, officers indicated that (i) the Council would be putting together an Action Plan which, in essence, would become the Recovery Plan for Financial Services, and (ii) that the Asset Management Plan currently being compiled would include a full asset register listing all land and property in the Council's ownership. It was also

RESOLVED that it be formally recorded that this Board expressed their concern over the use of the word "ethical" under paragraph 4.3 of KPMG's report (Internal Control - The Council has arrangements in place that are designed to promote and ensure probity in the conduct of its business).

33/05

HUMAN RESOURCES STRATEGY

A report setting out the vision and objectives of the Human Resources and Organisational Development Department over the next two years, was submitted.

RESOLVED

- (i) that the People Strategy Document be extended to embrace Personal Development Reviews (possible amendment to Paragraph 3.9?);
- (ii) that any vacancies should be reviewed by Senior Management Team to ensure that the post was still valid;
- (iii) that the Document be further extended to embrace Continuous Professional Development (possible amendment to Paragraph 4.2);
- (iv) that progress reports on the People Management Action Plan for 2006-2008 be submitted to the Board every six months; and
- (v) that, in all other respects, the Report be noted and approved.

34/05

UPDATE ON PERFORMANCE DEVELOPMENT REVIEWS

A report setting down an update of the Performance Development Reviews completed to date, was submitted.

RESOLVED

- (i) that the Senior Management Team be requested to consider the merit of holding two "full" reviews per year rather than an annual PDR with a six month review; and
- (ii) that, in all other respects, the Report be noted and approved.

35/05

SICKNESS MONITORING

Following a request made at the last Meeting (Minute 25/05 (ii) refers), a Report analysing sickness in relation to refuse and recycling operatives and how that had been affected by the introduction of wheeled bins, was submitted.

It was noted by members that the breakdowns set out in the Report did not differentiate between injury and/or sickness, and, subject to this information being submitted to a future meeting, it was

RESOLVED that the Report be noted.

36/05

TRANSFER OF HIGHWAYS PARTNERSHIP ENQUIRIES TO CUSTOMER SERVICE CENTRE

A Report outlining the proposed transfer of the Highways Partnership Unit telephone calls to the Customer Service Centre, together with the impact of the subsequent transfer of their staff on the future use of the Burcot Room, was submitted.

RESOLVED

- (i) that the successful migration of HPU services in other areas be noted; and
- (ii) that the transfer of the HPU and its subsequent impact on the future use of the Burcot Room be referred to the Scrutiny Steering Board as a possible Task and Finish exercise.

37/05

SPOTLIGHT MEETINGS

The Assistant Chief Executive gave a verbal report on the frequency, make-up, costs and future arrangements of the Bromsgrove Spotlight meetings, and it was

RESOLVED that further talks be held with the local Police in this regard and that a Report on the outcome be submitted to the June meeting of the Group.

38/05

LOCAL GOVERNMENT ACT 1972

RESOLVED that, under Section 100A(4) of the Local Government Act 1972, the public be excluded from the Meeting during consideration of the item of business the subject of the following Minute on the grounds that it involves the likely disclosure of "Exempt Information" as defined in Part 1 of Schedule 12A to the Act, the relevant paragraph of that part being as set out below:-

<u>Minute No.</u>	<u>Paragraph</u>
39/05	14

39/05

REVENUES & BENEFITS FRAUD AND INVESTIGATION TEAM BUSINESS PLAN

Members were advised that the Department for Work and Pensions Performance Plan requires Councils Fraud Teams to have a separate Performance Plan, and, accordingly, the third Business Plan created for that Section was submitted for consideration. In this regard, members noted that there were no costs included within the Report, and therefore had no perception of value for money, and, accordingly, it was

RESOLVED that the Report be re-submitted to the Board at its June meeting, with the necessary information included.

The Meeting closed at 4.05 p.m.

Chairman