



**BROMSGROVE DISTRICT COUNCIL**

**CABINET**

**WEDNESDAY, 5TH DECEMBER, 2007 AT 6.00 PM**

**COMMITTEE ROOM, THE COUNCIL HOUSE, BURCOT LANE, BROMSGROVE**

**AGENDA**

MEMBERS: Councillors R. Hollingworth (Leader), Mrs. J. M. L. A. Griffiths (Deputy Leader), Dr. D. W. P. Booth JP, G. N. Denaro, Mrs. J. Dyer M.B.E., R. D. Smith, Mrs. M. A. Sherrey JP, M. J. A. Webb and P. J. Whittaker

5. To receive the minutes of the meeting of the Performance Management Board held on 20th November 2007 (Pages 1 - 4)

K. DICKS  
Chief Executive

The Council House  
Burcot Lane  
BROMSGROVE  
Worcestershire  
B60 1AA

30th November 2007

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## BROMSGROVE DISTRICT COUNCIL

### MEETING OF THE PERFORMANCE MANAGEMENT BOARD

TUESDAY, 20TH NOVEMBER 2007

PRESENT: Councillors J. T. Duddy (Chairman), C. B. Taylor (Vice-Chairman),  
Mrs. M. Bunker, S. R. Colella, Mrs. A. E. Doyle and Mrs. C. M. McDonald

Observers: Councillors G. N. Denaro, Mrs. J. M. L. A. Griffiths and Mrs.  
M. A. Sherrey J. P.

Officers: Mr. K. Dicks, Mr. H. Bennett, Mr. M. Bell, Mr. J. Godwin, Ms. J.  
Pickering, Ms. D. Poole, Mr. M. Hanwell and Mr. A. Jessop

#### 47/07 APOLOGIES FOR ABSENCE

An apology for absence was received from Councillor Dr. D. W. P. Booth J. P.  
(Portfolio Holder – observer).

#### 48/07 DECLARATIONS OF INTEREST

Councillors Mrs. J. M. L. A. Griffiths and Mrs. M. A. Sherrey J. P., both  
declared a personal interest in Agenda item No. 3 – Bromsgrove Arts Centre  
(Artrix) Annual Report, as they were representatives of the Council on the  
Centre's Operating Trust.

#### 49/07 MINUTES

The minutes of the meeting of the Performance Management Board held on  
23rd October 2007 were submitted.

RESOLVED that the minutes be approved as a correct record.

#### 50/07 BROMSGROVE ARTS CENTRE (ARTRIX) - ANNUAL REPORT

A copy of the Trustee's Report and Financial Statement for the Artrix Centre  
for 2006/07, which included a review of the activities and performance of the  
Centre, together with progress to date on the establishment of a service level  
agreement with their Operating Trust, was submitted.

#### RESOLVED

- (a) that the contents of the report be noted;
- (b) that the draft service level agreement, when completed, be considered  
by the Board following submission to the Leader's Group but prior to  
consideration by the Cabinet; and
- (c) that the Trustees be advised that the Board expressed some concern  
over the viability of the cinema operations (costs/attendances).

**RECOMMENDED** that Councillor Mrs. J. M. L. A. Griffiths, as both relevant Portfolio Holder and a Trustee of the Bromsgrove Arts Centre Operating Trust, hold discussions with relevant representatives of the North East Worcestershire (NEW) College, to enquire whether the College would also be willing to set up a service level agreement with the Artrix along similar lines to that of the Council.

51/07 **SPATIAL STRATEGY REPORT**

A report setting out the progress of the Spatial Project, which is a modernisation programme aimed at providing staff with the systems, processes and tools to deliver improved services to the Council's customers, was submitted.

**RESOLVED:**

- (a) that the report be noted; and
- (b) that a further progress report be submitted to the February 2008 meeting of the Board, and that the Board's work programme be amended accordingly.

52/07 **STREET SCENE & WASTE MANAGEMENT - BUSINESS PLAN**

Members were reminded that, earlier in the year, templates for the 2008/09 service business plans had been examined and it had been agreed that, in order to understand how the template worked in practice, one service would be reviewed, and, accordingly, the Street Scene and Waste Management service business plan, together with a Team Action Plan (which was circulated at the meeting), was considered.

**RESOLVED** that the contents of the Plan be noted.

53/07 **QUARTER 2 (07-08 YEAR END) INTEGRATED FINANCE AND PERFORMANCE REPORT**

A report setting out the Council's performance as at 30th September 2007 (period 6, Quarter 2), was submitted.

**RESOLVED:**

- (a) that the Board notes
  - (i) that 83% of indicators were improving or stable, compared to 67% at Quarter 1;
  - (ii) that 72% of indicators were achieving their year to date target, compared to 65% at Quarter 1;
  - (iii) that 79% of indicators were predicted to meet their target at the year end, compared to 90% at Quarter 1); and
  - (iv) the financial position for both revenue and capital funding for the first quarter of £244k underspend and £342k respectively;
- (b) that an evaluation of the Area Committee approach, currently being trialled in Alvechurch and Rubery, be considered at the February 2008

meeting of the Board, and that the work programme be amended accordingly; and

- (c) that a report relating to the increase in the number of violent robberies across the district be submitted to the January meeting of the Board, and that, in this regard, Chief Inspector Tony Love be invited to attend such meeting.

54/07 **DATA QUALITY STRATEGY ACTION PLAN UPDATE**

A progress report on the implementation of the Data Quality Strategy Action Plan was submitted.

**RESOLVED** that a further report on this matter be submitted to the Board early in the new year, and that the work programme be varied accordingly.

55/07 **NEW IMPROVEMENT PLAN EXCEPTION REPORT - PERIOD 6 (SEPTEMBER 2007)**

Consideration was given to the Improvement Plan Exception report for September 2007, together with the corrective action being taken, as set out in the appendix to the report.

**RESOLVED:**

- (a) that the revisions to the Improvement Plan Exception report, together with the corrective action being taken, be noted;
- (b) that it be noted that, for the 167 actions highlighted for September within the plan, 89.2% was on target (green), 6.6% was one month behind (amber), and 2.4% was over one month behind (red). 1.8% of actions had been re-scheduled or suspended, with approval; and
- (c) that it be noted that the action relating to the submission of a Cultural Offer report to Corporate Management Team had been suspended due to this activity being covered elsewhere as part of the business planning and budget round process.

56/07 **WORK PROGRAMME**

Consideration was given to a report setting out the Board's work programme for 2007-08.

**RESOLVED** that, subject to (i) including the "actual" date of future meetings on the report, and (ii) incorporating the changes referred to in earlier minutes, the report be approved.

57/07 **COUNCILLOR G.G. SELWAY**

The Board noted with great sadness a brief verbal report from the Chief Executive advising members of the death of Councillor Gordon Selway.

The meeting closed at 8.00 p.m.

Chairman

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