

BROMSGROVE DISTRICT COUNCIL

MEETING OF THE PERFORMANCE MANAGEMENT BOARD

TUESDAY, 19TH FEBRUARY 2008, AT 6.00 P.M.

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

Observers: Councillors Dr. D. W. P. Booth J. P., G. N. Denaro and R. D. Smith (Portfolio Holders)

Officers: Mr. K. Dicks, Mr. T. Beirne, Mr. H. Bennett, Ms. J. Pickering, Ms. J. Pitman, Ms. D. Poole and Ms. R. Cole.

75/07 **APOLOGIES**

An apology for absence was received from Councillor Mrs. A. E. Doyle

76/07 **DECLARATIONS OF INTEREST**

No declarations of interest were received.

77/07 **MINUTES**

The minutes of the meeting of the Performance Management Board held on 22nd January 2008 were submitted.

RESOLVED that the minutes be approved as a correct record.

78/07 **SPATIAL STRATEGY REVIEW**

The Executive Director - Services gave a brief presentation on the Spatial Strategy Review. The presentation re-iterated the background to the Spatial Project and the benefits it would provide. In addition the Board was updated on the current satisfactory position regarding the introduction of various elements of the Project.

A number of questions from members were answered and the Executive Director - Services undertook to circulate a copy of the presentation to all members of the Council, together with estimated details of the alternative IT costs which would still have been incurred in order to maintain and improve Council services if the Spatial Project had not gone ahead.

RESOLVED that the presentation be noted.

79/07 **INTEGRATED FINANCE AND PERFORMANCE REPORT (QUARTER 3 DECEMBER 2007)**

The Board considered a quarterly integrated finance and performance report on the position as at 31st December 2007.

RESOLVED:

- (a) that it be noted that 55% of indicators are improving or stable compared to 83% at quarter 2;
- (b) that it be noted that 73% of indicators are achieving their year to date target compared to 72% at quarter 2;
- (c) that it be noted that 75% of indicators are predicted to met their target at year end compared to 79% at quarter 2 ;
- (d) that the quarter 2 revenue and capital underspends of £198,000 and £840,000 respectively be noted; and
- (e) that consideration be given to ways of improving the level of attendance by members at organised training events

RECOMMENDED:

- (a) that the Cabinet be requested to approve the carry forward of the estimated underspent capital budgets of £2.25 million from 2007/08 to 2008/09 as set out in Appendix 5 to the report;
- (b) that in the light of the outcome of a recent legal case involving the refuse collection service at Coventry City Council, the Portfolio Holder for Street Scene and Recycling be requested to hold discussions with the Head of Street Scene and Waste Management as a matter of priority to determine whether there are any implications for this Authority which need to be addressed following the introduction of two man working on the majority of refuse rounds in Bromsgrove.

80/07 **SICKNESS ABSENCE MANAGEMENT POLICY**

The Board considered a report on the Council's Sickness Absence Management Policy together with the accompanying documentation which supported the policy, including management guidance on implementation and summary documents on procedures to be followed. There was a detailed discussion on the operation of the policy which had been introduced in January 2007 and the relationship to the provisions of the National Conditions of Service. Possible methods of improving performance and reducing levels of sickness absence were considered.

RESOLVED:

- (a) that in view of the relatively short period since the introduction of the new policy and the improvements which had been achieved so far, the Sickness Absence Management Policy together with the accompanying documents be noted: and
- (b) that the Board continue to monitor sickness absence levels and that the Sickness Absence Policy be revisited if the current downward trend is not maintained.

81/07 **DATA QUALITY STRATEGY REVIEW**

The Board gave consideration to the progress report regarding the implementation of the Data Quality Strategy Action Plan and in particular noted the significant improvement to 2 out of 4 for the Council's Data Quality.

RESOLVED that the report be noted and the Board continue to receive progress reports on a six monthly basis.

82/07 **CUSTOMER FIRST STRATEGY REVIEW**

Consideration was given to the report reviewing the Council's customer performance since the approval of the Customer First Strategy in March 2006, together with a review of the strategic action plan and an updated action plan covering the next three years.

RESOLVED:

- (a) that the improving customer performance of the Council as set out in section 3.4 of the report be noted;
- (b) that it be acknowledged that whilst significant progress has been made since the approval of the strategy in March 2006, further improvements are required in order to deliver excellent customer service; and
- (c) that the priorities for the year ahead together with the detailed action plan supporting the delivery of those priorities, as set out in sections 8 and 10 of the strategy, be approved.

83/07 **IMPROVEMENT PLAN EXCEPTION REPORT (DECEMBER 2007)**

Consideration was given to the Improvement Plan Exception report for December 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 147 actions highlighted for December within the plan 82.3% were on target (green), 11.6% were one month behind (amber) and 2% were over one month behind (red). 4.1% of actions had been rescheduled (or suspended) with approval.

84/07 **PMB RECOMMENDATIONS TRACKER**

Consideration was given to the report tracking progress on recommendations and decisions made by the Board from April to December 2007.

RESOLVED:

- (a) that further information be sought regarding any progress on item 50/07 relating to the possibility of North East Worcestershire College setting up a service level agreement with the Artrix; and
- (b) that the remainder of the report be noted.

85/07 **WORK PROGRAMME**

Consideration was given to the report on the Board's updated work programme for 2007/08.

RESOLVED that subject to the inclusion of (i) Council Plan 2008-2010 and (ii) Employee Stress Survey in the work programme for the March meeting, the report be approved.

The meeting closed at 7.55 p.m.

Chairman