

BROMSGROVE DISTRICT COUNCIL

22 APRIL 2008

PERFORMANCE MANAGEMENT BOARD

IMPROVEMENT PLAN EXCEPTION REPORT [FEBRUARY 2008]

Responsible Portfolio Holder	Councillor Roger Hollingworth Leader of the Council
Responsible Officer	Hugh Bennett Assistant Chief Executive

1. SUMMARY

- 1.1 To ask Performance Management Board to consider the attached updated Improvement Plan Exception Report for February 2008.

2. RECOMMENDATION

- 2.1 That Performance Management Board considers and approves the revisions to the Improvement Plan Exception Report, and the corrective action being taken.
- 2.2 That Performance Management Board notes that for the 138 actions highlighted for February within the plan 88.4 percent of the Improvement Plan is on target [green], 7.3 percent is one month behind [amber] and 1.4 percent is over one month behind [red]. 2.9 percent of actions have been rescheduled [or suspended] with approval.

3 BACKGROUND

- 3.1 July 2007 Cabinet approved the Improvement Plan 2007/08. The Improvement Plan is directly linked to the 10 corporate priorities and 12 enablers identified in the Council Plan 2007/2010.
- 3.2 At July 2007 Cabinet Members approved the inclusion of an additional number of actions from the then Improvement Director. The Improvement Plan is designed to push the Council through to a rating of Fair during 2008.

4. PROGRESS IN FEBRUARY 2008






- 4.1 Overall performance as at the end of February 2008 is as follows: -

January 2008

February 2008

RED	2	1.4%	RED	2	1.4%
AMBER	16	11.4%	AMBER	10	7.3%
GREEN	118	84.3%	GREEN	122	88.4%
REPROGRAMMED	4	2.9%	REPROGRAMMED	4	2.9%

Where: -

	On Target or completed
	Less than one month behind target
	Over one month behind target
	Original date of planned action
	Re-programmed date.

4.2 Out of the total of 138 actions for the month, 5 actions have been deleted, suspended or the timescales have been substantially revised. This amounts to 3.6 percent of the original actions scheduled for this month. These actions are: Modernised Strategic Housing Service (3.2.4); 3 Charter Marks (5.2.4); Revisit Planning Moratorium (10.4.3); Improved Financial Management by Budget Holders (12.1.1); and Develop Project Management Arrangements for CMT (22.6.4).

4.3 An Exception Report detailing corrective actions being undertaken for red and amber tasks is attached at **Appendix 1**

5. FINANCIAL IMPLICATIONS

5.1 No financial implications.

6. LEGAL IMPLICATIONS

6.1 No Legal Implications.

7. COUNCIL OBJECTIVES

7.1 The Improvement Plan relates to all of the Council's four objectives and 10 priorities as per the 2007/2010 Council Plan.

8. RISK MANAGEMENT

8.1 The risks associated with the Improvement Plan are covered in the corporate and departmental risk registers.

9. CUSTOMER IMPLICATIONS

9.1 The Improvement Plan is concerned with strategic and operational issues that will affect the customer.

10. EQUALITIES AND DIVERSITY IMPLICATIONS

10.1 Please see section 3 of the Improvement Plan

11. VALUE FOR MONEY IMPLICATIONS

11.1 See section 11 of the Improvement Plan

12. OTHER IMPLICATIONS

Procurement Issues: Delivery of the Improvement Plan involves various procurement exercises.
Personnel Implications: See Section 18 of the Improvement Plan.
Governance/Performance Management: See Section 4 of the Improvement Plan.
Community Safety including Section 17 of Crime and Disorder Act 1998: See sections 12.2 and 12.3
Policy: See Section 4 of the Improvement Plan.
Environmental: See Section 8 of the Improvement Plan.

13. OTHERS CONSULTED ON THE REPORT

Portfolio Holder	No
Chief Executive	Yes
Executive Director (Partnerships and Projects)	Yes
Executive Director (Services)	Yes
Assistant Chief Executive	Yes
Head of Service	Yes
Head of Financial Services	Yes
Head of Legal & Democratic Services	Yes
Head of Organisational Development & HR	Yes
Corporate Procurement Team	No

14. WARDS AFFECTED

14.1 All wards

15. APPENDICES

15.1 Appendix 1 Improvement Plan Exception Report February 2008

16. BACKGROUND PAPERS:

16.1 The full Improvement Plan for February will be e-mailed to all Members of the Leader's Group and can be found at www.bromsgrove.gov.uk under meetings Minutes and Agendas where there is a direct link to the Improvement Plan.

CONTACT OFFICER

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Exception Report for February 2008 Improvement Plan

Appendix 1

CP2: Longbridge																	
Ref	February 2008 Action	Colour	Corrective Action												Who	Original Date	Revised Date
2.2	Submit Final Plan		Rescheduled date of Feb 08 has been missed due to difficulties in resolving transport matters specifically regarding the transport assessment and challenge from landowners.. Will now take place in April 2008.												PS	Sept-07	Apr-08
Ref.	Action	Lead	July	Aug.	Sep.	Oct.	Nov.	Dec.	Jan.	Feb.	Mar.	Apr.	May	June	Corrective Action		
2.2	Mixed Housing																
2.2	Undertake survey	PS														Delayed due to difficulties in decisions regarding transport matters.	

CP3: Housing																	
Ref	February 2008 Action	Colour	Corrective Action												Who	Original Date	Revised Date
3.2.4	Implement contractor procurement framework for DFGs		Delayed due to slow procurement negotiations with neighbouring authorities and development of specification. Timescale extended to June to ensure completion.												AC	Feb-08	Jun-08
Ref.	Action	Lead	July	Aug.	Sep.	Oct.	Nov.	Dec.	Jan.	Feb.	Mar.	Apr.	May	June	Corrective Action		
3.2	Modernised Strategic Housing Service																
3.2.4	Implement contractor procurement framework for Disabled Facilities Grants	AC														Work progressing slowly. Timescale extended until June. A fuller update will be provided in March 2008.	

Exception Report for February 2008 Improvement Plan

Appendix 1

FP1: Value for Money																		
Ref	February 2008 Action	Colour	Corrective Action											Who	Original Date	Revised Date		
Ref.	Action	Lead	July	Aug.	Sep.	Oct.	Nov.	Dec.	Jan.	Feb.	Mar.	Apr.	May	June	Corrective Action			
			11.1.3	Monitor provision through client reviews.														
11.1	Realisation of cashable savings by alternative methods of service delivery																	
11.1.3	Monitor provision through client reviews.	JP																Payroll and leisure services will not be transferred until July 08.

FP1: Value for Money																		
Ref	February 2008 Action	Colour	Corrective Action											Who	Original Date	Revised Date		
Ref.	Action	Lead	July	Aug.	Sep.	Oct.	Nov.	Dec.	Jan.	Feb.	Mar.	Apr.	May	June	Corrective Action			
			11.3.5	Identify services for detailed benchmarking & cost analysis to be undertaken.														
11.3	Improvements in Use of Resources scoring in relation to VFM																	
11.3.5	Identify services for detailed benchmarking & cost analysis to be undertaken.	JP																Detailed analysis undertaken on audit commission profiles. Analysis to be reviewed in March with the aim to report to CMT & leaders group with findings.

Exception Report for February 2008 Improvement Plan

Appendix 1

FP2: Financial Management																
Ref	February 2008 Action	Colour	Corrective Action											Who	Original Date	Revised Date
Ref.	Action	Lead	July	Aug.	Sep.	Oct.	Nov.	Dec.	Jan.	Feb.	Mar.	Apr.	May	June	Corrective Action	
12.1.1	Implementation of the POP project to account for commitments & accruals on the Agresso system.		New Accountancy Manager will start work in Mar 08 to drive this work forward.											JP	July-07	Mar-08
12.1	Improved Financial Management by budget holders															
12.1.1	Implementation of the POP project to account for commitments & accruals on the Agresso system.	JP														Upgrades have been tested and implemented. Roll-out to Customer Service Centre and Revenues and Benefits section took place in Jan 08.

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Appendix 1

FP2: Financial Management																		
Ref	February 2008 Action		Colour	Corrective Action												Who	Original Date	Revised Date
Ref.	Action	Lead	July	Aug.	Sep.	Oct.	Nov.	Dec.	Jan.	Feb.	Mar.	Apr.	May	June	Corrective Action			
12.1.3	Train all managers to use web access for Agresso reporting.			Accountancy Manager post to start in March 08 and will plan a proposed start date for the remainder of the Council.												JP	Sept-07	June-08
12.1	Improved Financial Management by budget holders																	
12.1.3	Train all managers to use web access for Agresso reporting.	JP														Delayed due to focus on implementation of POP as linked with web access. New upgrades have been implemented. Accountancy Manager post to start in March 08 and will plan a proposed start date for the remainder of the Council.		

Exception Report for February 2008 Improvement Plan

Appendix 1

PR2: Improved Governance																	
Ref	February 2008 Action	Colour	Corrective Action												Who	Original Date	Revised Date
Ref.	Action	Lead	July	Aug.	Sep.	Oct.	Nov.	Dec.	Jan.	Feb.	Mar.	Apr.	May	June	Corrective Action		
16.4.1	Develop and run a training and development programme for Cabinet Members.		Project planning commenced in January and the first Cabinet session will take place in March.												CF	Dec-07	Mar-08
16.4	Improve Member Capacity																
16.4.1	Develop & run a training & development programme for Cabinet Members.	CF														Met with Leader and identified training need and training provider. This was completed in April 08	

PR2: Improved Governance																	
Ref	February 2008 Action	Colour	Corrective Action												Who	Original Date	Revised Date
Ref.	Action	Lead	July	Aug.	Sep.	Oct.	Nov.	Dec.	Jan.	Feb.	Mar.	Apr.	May	June	Corrective Action		
16.4.2	Identify peer mentors for the Leader (and Cabinet Members) and the Leader of the Opposition.		Mentoring commenced in January. The first session will be facilitated with the Cabinet in March.												CF	Oct-07	Mar-08
16.4	Improve Member Capacity																
16.4.2	Identify peer mentors for the Leader (and Cabinet Members) and the Leader of the Opposition.	CF														Mentors have been identified. Mentoring was due to start in September, but will now commence in January. The first session will be facilitated with the Cabinet in March.	

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PR2: Improved Governance																		
Ref	February 2008 Action	Colour	Corrective Action													Who	Original Date	Revised Date
Ref.	Action	Lead	July	Aug.	Sep.	Oct.	Nov.	Dec.	Jan.	Feb.	Mar.	Apr.	May	June	Corrective Action			
16.4.6	Review roles and responsibilities for Leader, Leader of Opposition and Cabinet Members.		Dependent on the Local Government and Public involvement in Health Act.													CF	Jan-07	Autumn-08
16.4	Improve Member Capacity																	
16.4.6	Review roles and responsibilities for Leader, Leader of Opposition and Cabinet Members.	CF														It has been agreed that although the constitution review will go some way to identifying the existing roles and responsibilities that whole scale change will not occur until the consequence of the Local Government and Public involvement in Health Act is known.		

Exception Report for February 2008 Improvement Plan

Appendix 1

HR&OD2: Modernisation																	
Ref	February 2008 Action		Colour		Corrective Action										Who	Original Date	Revised Date
20.2.4	Terms and Conditions Negotiations (including Pay Protection).				Implementation suspended pending results of NJC approved consultant quality assurance test. All "in principle" offers will now be balanced against the financial implications of this delay.										JP	Feb-08	Unknown at this stage
Ref.	Action	Lead	July	Aug.	Sep.	Oct.	Nov.	Dec.	Jan.	Feb.	Mar.	Apr.	May	June	Corrective Action		
20.2	Single Status																
20.2.4	Terms and Conditions Negotiations (including Pay Protection).	JP														Implementation suspended pending results of NJC approved consultant quality assurance test. All "in principle" offers will now be balanced against the financial implications Of this delay.	

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Appendix 1

HR&OD2: Modernisation																	
Ref	February 2008 Action		Colour		Corrective Action										Who	Original Date	Revised Date
Ref.	Action	Lead	July	Aug.	Sep.	Oct.	Nov.	Dec.	Jan.	Feb.	Mar.	Apr.	May	June	Corrective Action		
20.2.6	Ballot of staff		[Hatched]		The ballot has been temporarily suspended due to issues of concern having been raised about the evaluation process by Unison National.										JP	Jan-08	Unknown at present
20.2	Single Status																
20.2.6	Ballot of staff	JP								[Green]	[Hatched]	[Hatched]				In order to address these concerns it has been collectively agreed to appoint a NJC authorised consultant to conduct a quality assurance review of the process followed and associated results. The initial report is expected on 20 th March.	

HR&OD2: Modernisation																	
Ref	February 2008 Action	Colour	Corrective Action												Who	Original Date	Revised Date
Ref.	Action	Lead	July	Aug.	Sep.	Oct.	Nov.	Dec.	Jan.	Feb.	Mar.	Apr.	May	June	Corrective Action		
20.3.1	Review, develop, consult, train and Implement on all HR policies and procedures as detailed in the People Strategy.		HR policy review programme has slowed down as a result of other organisational priorities (e.g. HR implications of the budget) and case management. This will be picked up again in the new Business Planning year.												JP	Dec-07	New financial year 2008/09
20.3	Policy Development																
20.3.1	Review, develop, consult, train and Implement on all HR policies and procedures as detailed in the People Strategy.	JP													Health and Safety policies have been subject to review during this period and updated accordingly. HR policy review programme has slowed down as a result of other organisational priorities (e.g. HR implications of the budget) and case management. The review will go on into the new Business Planning year.		