

BROMSGROVE DISTRICT COUNCIL

15TH JULY 2008

PERFORMANCE MANAGEMENT BOARD

PMB RECOMMENDATIONS TRACKER

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

1. SUMMARY

- 1.1 To report to Performance Management Board on progress of resolutions and recommendations made by the Board from the April 2007 meeting onwards.

2. RECOMMENDATIONS

- 2.1 That The Board notes the attached update

3. BACKGROUND

- 3.1 The previous report was submitted to the April 2008 meeting.
- 3.2 Resolutions and recommendations that were reported as fully completed on the last report have been deleted from the document. Resolutions and recommendations up to and including the February meeting of the Board have been added. Progress on all outstanding actions is shown in **bold** text, preceded by the date code **03/08**. Information from previous reports is shown in normal text, so that members can see the history for each item. Items that are shown as completed in this report will be removed from the next version of the report.

4. FINANCIAL IMPLICATIONS

- 4.1 There are no financial implications

5. LEGAL IMPLICATIONS

- 5.1 There are no legal implications.

6. COUNCIL OBJECTIVES

- 6.1 Tracking of recommendations links to the Improvement objective

7. RISK MANAGEMENT

7.1 There are no risks associated with this report

8 CUSTOMER IMPLICATIONS

8.1 Performance Improvement is a Council Objective

9. EQUALITIES AND DIVERSITY IMPLICATIONS

9.1 There are no implications for the Council's Equalities and Diversity Policies.

10. VALUE FOR MONEY IMPLICATIONS

10.1 There are no VFM implications

11. OTHER IMPLICATIONS

Procurement Issues - None
Personnel Issues - None
Governance/Performance Management
Community Safety including Section 17 of Crime & Disorder Act 1988 - None
Policy - None
Environmental - None

12. OTHERS CONSULTED ON THE REPORT

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

13. **WARDS AFFECTED**

All Wards.

14. **APPENDICES**

Appendix 1 - Recommendations Tracker

15. **BACKGROUND PAPERS**

None

Contact officer

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Meeting date & minute ref	Minute & Action	Progress update
21 Aug 2007		
25/07	<p>SUSTAINABLE COMMUNITY STRATEGY - DRAFT RESPONSE</p> <p>RESOLVED:</p> <p>(c) that the performance management arrangements for the Sustainable Community Strategy be included in the Board's work programme for review in March 2008.</p>	<p>Resolution noted and will be carried forward for inclusion when the 2008 work programme is drafted.</p> <p>TO BE REVISITED when 2008 programme is being developed</p> <p>01/08 This will be included in the work programme of the Board which will be reported to the March 2008 meeting.</p> <p>03/08 This will be included in April work programme update to Board.</p> <p>07/08 – Scheduled for November PMB COMPLETED</p>
23 Oct 2007		
42/07	<p>SATISFACTION SURVEY - STREET SCENE AND WASTE MANAGEMENT SERVICES</p>	
	<p>RECOMMENDED that Cabinet be requested to instruct the relevant Portfolio holder to work with both the Chief Executive and the Head of Street Scene and Waste Management in seeking dates and times from the County Council of their highway verges mowing programme, in order to better co-ordinate litter-picking operations.</p>	<p>01/08 Recommendation approved at November 2007 Cabinet meeting. Mike Bell has discussed this with relevant managers at County Council with a view to co-ordinating mowing and litter picking. Awaiting information. Further discussed mowing contract and option for BDC to undertake this.</p> <p>03/08 Further requests have been made to the County for this information and a response received that it will be forthcoming. So far the information has not arrived.</p> <p>07/08 – See response against minute ref. 103/07 below. COMPLETED</p>

Meeting date & minute ref	Minute & Action	Progress update
20 Nov 2007		
50/07	BROMSGROVE ARTS CENTRE (ARTRIX) - ANNUAL REPORT	
	<p>RESOLVED (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</p> <p>(c) that the Trustees be advised that the Board expressed some concern over the viability of the cinema operations (costs/attendances).</p>	<p>01/08 The SLA is in final deft format prior to beginning review by the legal section. Once completed in will be submitted to CMT, Leader's group and then be presented to PMB for review/comment.</p> <p>01/08 Cllr Griffiths has raised this issue on behalf of PMB at the Operating Trust meeting and asked they review the operation of the service. The SLA will enable this to be reviewed in future years as part of the annual performance review.</p> <p>03/08 SLA was submitted to the June PMB meeting. COMPLETED</p>
18 Mar 2008		
89/07	<p>AUDIT COMMISSION DIRECTION OF TRAVEL REPORT</p> <p>RESOLVED that this matter be deferred for consideration at the next meeting of the Board</p>	<p>07/08 The report was considered at the April meeting. COMPLETED</p>

Meeting date & minute ref	Minute & Action	Progress update
92/07	<p>COUNCIL PLAN 2008-2011 RESOLVED</p> <p>(b) that an invitation be extended to the Audit Commission inviting them to address members on the impending changes to the reporting of National Indicators and Comprehensive Area Assessment.</p> <p>RECOMMENDED:</p> <p>(a) that it be suggested to Cabinet that Disabled Facilities Grants should be included as one of the Corporate Indicators; and</p> <p>(b) that further examination should be given to all of the various indicators to determine other "key" issues.</p>	<p>07/08 An IDeA seminar for Members is arranged for 8 July 2008. COMPLETED</p> <p>07/08 Recommendation approved at April Cabinet, with a request the PMB suggest how performance could be measured. A DFG performance measure will be included in the corporate reporting set, to be reported quarterly, starting with the figures for Q1 2008/09</p> <p>07/08 No additional indicators were identified by the Board for inclusion in the corporate set. COMPLETED</p>
93/07	<p>MONTHLY PERFORMANCE REPORT - PERIOD 10 (JANUARY 2008)</p> <p>RESOLVED:</p> <p>(e) that, on the question of sickness absence (as referred to in Section 3.6 of the report), the Head of Human Resources and Organisational Development be requested to look further into a recently reported Government proposal which would allow General Practitioners to issue patients with "well notes" rather than sick notes, (i.e., setting out what they were capable of undertaking rather what they were not), and that a report be brought back to the Board in this regard in due course.</p>	<p><u>Current Position: Fit for work certificates:</u></p> <ul style="list-style-type: none"> • Dame Carol Black's report 'Working for a healthier Tomorrow' published March 2008; • DWP currently carrying out a review of the sick note with intention of introducing a new system by NEXT SPRING (2009); • Pilots to be launched to investigate this new type of sick note (no timescales given or who will be involved); • Government is set to respond to Dame Carol Black's report in Summer of 2008; • Recommendation 7 of Dame Carol Black's report asks ministers to pilot the entire fit-for work service.

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		We are therefore awaiting the Government's response to Dame Carol Black's report before reporting more information to PMB.
95/07	<p>WORK PROGRAMME RESOLVED</p> <p>(a) that the Assistant Chief Executive be requested to contact Worcestershire County Council with a view to someone from that authority possibly attending the May meeting of the Board to discuss Youth Service provision within the district/county;</p> <p>(c) that consideration of the Housing Strategy Action Plan Update be considered alongside the Housing Inspection (which is expected to take place on 5th June 2008, but maybe earlier).</p>	<p>07/08 The County Council has been asked and a provisional date set; however, the County's youth support service are already coming to Bromsgrove twice in July, so this date maybe suspended.</p> <p>07/08 These two items are now scheduled in the work programme for the August meeting</p>
22 Apr 2008		
99/07	<p>AUDIT COMMISSION - ANNUAL AUDIT LETTER</p> <p>RECOMMENDED that Cabinet be requested to include within the new Improvement Plan the seven actions set out in paragraph 3 on page 4 of the Annual Audit and Inspection Letter.</p>	07/08 These recommendations are incorporated in the New Improvement Plan which was considered at the Board meeting in June. COMPLETED
100/07	<p>LICENSING SECTION VALUE FOR MONEY REVIEW</p> <p>RESOLVED that the report be noted and that the issue be included on the Board's work programme for review in April 2009.</p>	07/08 This will be included in next years work programme
103/07	<p>RECOMMENDATIONS TRACKER</p> <p>RESOLVED:</p> <p>(a) that in relation to item 42/07 (production of</p>	07/08 The first operation co-ordinating verge mowing and litter picking has taken place with excellent results. Work commenced on the A491 on 9th June

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	schedule of highway verges mowing programme to allow for better co-ordination of mowing and litter picking), the Portfolio Holder and The Head of Street Scene and Community Services be requested to provide an update for the next meeting on the progress made on this so far;	with the Counties contractor setting up the lane closure and the DC litter picking and sweeping before and after the verge mowing. Similar arrangements are in place for other major routes. COMPLETED
20 May 2008		
7/08	NEIGHBOURHOOD AREA COMMITTEE EVALUATION RESOLVED that the Neighbourhood Area Committee schemes be reviewed again in 12 months' time. RECOMMENDED: (a) that the Cabinet be requested to recommend that the composition and governance structure of the proposed Hagley and Rural Area Committee be referred to the Audit Board for consideration	07/08 This will be included in next years work programme 07/08 – Recommendation approved at June Cabinet meeting. This will be considered at the next Audit Board meeting (15th Sept 2008).
8/08	CUSTOMER PANEL SURVEY 2 - QUALITY OF LIFE RECOMMENDED: (a) that each Portfolio Holder be requested to prioritise up to four of the top key points of the survey and incorporate these in their respective service plans in due course; and (b) that the use of the survey during the development of the Council Plan be added to the Board's Work Programme 2008/2009.	07/08 The Customer Panel surveys will be used at the forthcoming Cabinet/CMT away day. 07/08 – as above