

**BROMSGROVE DISTRICT COUNCIL**

**MEETING OF THE PERFORMANCE MANAGEMENT BOARD**

**TUESDAY, 17TH FEBRUARY 2009, AT 6.00 P.M.**

PRESENT: Councillors J. T. Duddy (Chairman), C. B. Taylor (Vice-Chairman),  
Miss D. H. Campbell JP, S. R. Colella, Mrs. A. E. Doyle and E. J. Murray

Invitees: Councillor G. N. Denaro

Officers: Mr. H. Bennett, Ms. J. Pickering and Ms. R. Cole

91/08 **APOLOGIES**

An apology for absence was received from Councillor Mrs. M. Bunker.

92/08 **DECLARATIONS OF INTEREST**

Councillor Miss D. H. Campbell declared a personal interest in agenda item 5 (Improvement Plan Exception Report) as a member of the Operating Trust of Bromsgrove Arts Centre.

Councillor S. R. Colella declared a personal interest in agenda item 4 (Integrated Finance and Performance Report) in relation to Haybridge Sports Centre.

93/08 **MINUTES**

The minutes of the meeting of the Performance Management Board held on 20th January 2009 were submitted.

**RESOLVED** that the minutes be approved as a correct record.

94/08 **INTEGRATED FINANCE AND PERFORMANCE REPORT (QUARTER 3)**

The Board considered a report on the Authority's performance and financial position at 31st December 2008. A number of issues were raised by Members and these were addressed by the Head of Financial Services and the Portfolio Holder for Finance.

There was particular concern in relation to the net cost of services which indicated a projected overspend of £375,000. It was noted that £315,000 of this projected overspend arose from Street Scene and Community.

The Assistant Chief Executive undertook to request the Head of Street Scene and Community to provide Members with additional information regarding (a) the shortfall in the projected income from car parks; (b) the reduction of recycling crews from seven to six and why this had only recently been brought

into effect; and (c) the possibility of achieving a further discount on the purchase of replacement vehicles in the light of the current economic situation. There was also a discussion on the possibility of generating additional income by hiring out the Burcot Room which was currently vacant.

The Head of Financial Services answered queries from Members on the Council's investments including the probable level of interest to be generated over the next few years and on various aspects of sundry debts. In this regard the Head of Financial Services undertook to provide Members with additional information on the breakdown of the outstanding sundry debts in respect of rents and hire charges which amounted to £69,000. There was also discussion on reasons for the projected overspend in relation to Bromsgrove Museum and Haybridge Sports Centre.

In relation to the section of the report relating to performance indicators, the Assistant Chief Executive reported that the previously agreed additional performance clinic on sickness had not yet taken place due to other pressures on workload in Human Resources and Organisational Development at present. It was however intended that the clinic would be arranged as soon as possible.

The worsening position of the indicator relating to the number of domestic burglaries was discussed. It was suggested that Chief Inspector Amanda Bott who had recently been appointed to the Bromsgrove area be invited to attend a future meeting of the Board to discuss this issue further.

The Assistant Chief Executive undertook to circulate to Members more detailed information on the complaints received particularly in relation to those relating to flooding.

**RESOLVED:**

- (a) that it be noted that 62% of performance indicators for which data was available were improving or stable;
- (b) that it be noted that 79% of performance indicators for which data was available were achieving their year to date target;
- (c) that it be noted that 87% of performance indicators for which data was available were predicted to meet their target at year end;
- (d) that the successes and areas for potential concern as set out in the Council Summary section of the report be noted; and
- (e) that the financial projected revenue underspend of £322,000 and capital underspend of £39,000 be noted

**RECOMMENDED:**

- (a) that the Cabinet recommend to the Council the release of £150,00 from balances to meet the projected overspend in relation to Bromsgrove Museum and Haybridge Sports Centre; and
- (b) that officers be requested to investigate the possibility of hiring out the Burcot Room in order to generate additional income.

95/08 **IMPROVEMENT PLAN EXCEPTION REPORT (DECEMBER 2008)**

The Board considered the Improvement Plan Exception report for December 2008 together with the corrective action being taken.

The Assistant Chief Executive updated the Board on the latest position regarding a number of issues relating to the redevelopment of the Town Centre. Discussion included the possible location of the proposed "Blue Light" centre and the redevelopment of the toilet block. The Board felt it was important that all Members be kept informed of progress on the Town Centre by way of regular bulletins or briefings. The Assistant Chief Executive undertook to invite the Executive Director - Partnerships and Projects to attend the next meeting of the Board to discuss these issues further.

In relation to the Service Level Agreement for Bromsgrove Arts Centre there was some concern that following discussion at the meeting in December 2008, when it was understood the Agreement was to be signed very shortly, there now appeared to be the likelihood of a further delay. The Assistant Chief Executive undertook to raise this with the Deputy Head of Street Scene and Community and the Portfolio Holder and, if appropriate, to invite them to attend the next meeting of the Board.

**RESOLVED:**

- (a) that the revisions to the Improvement Plan Exception report together with the corrective actions being taken be approved;
- (b) that it be noted that for the 131 actions highlighted for December within the plan 77.9% was on target (green), 3.1% was one month behind (amber) and 9.1% was over one month behind (red). 9.9% of actions had been reprogrammed with approval.

96/08 **UPDATE ON DATA QUALITY STRATEGY ACTION PLAN**

Consideration was given to a report on the progress made on the implementation of the Data Quality Strategy Action Plan.

It was noted that the only action which was not either completed or on target was in relation to the inclusion of references to data quality within job descriptions and that this had been delayed in the light of the pending Job Evaluation implementation.

The Assistant Chief Executive reported that following the recent external assessment of the data supporting the Authority's performance indicators, two of the indicators had been "qualified" by the external auditors because of data quality issues. This had resulted in these two indicators being placed in the bottom quartile even though the recalculation had in fact resulted in an improved performance. This outcome had been disappointing for officers but illustrated the importance of stringent attention to detail in calculating performance indicators.

In response to a request from Members the Assistant Chief Executive undertook to circulate a glossary of terms.

**RESOLVED** that the progress made on the implementation of the Data Quality Strategy Action Plan be noted.

**RECOMMENDED** that further procedures be introduced for the 2008/2009 closedown, in particular the use of spot checks on high risk indicators, prior to external audit and during the year.

97/08 **WORK PROGRAMME 2008/2009**

Consideration was given to a report on the Board's updated work programme for 2008/2009. It was noted that the meeting scheduled for 21st April 2009 would be replaced by a training session. Following discussion it was

**RESOLVED** that, subject to the External Audit Report and the Direction of Travel being included in the work programme for a later date, the deletion of the Annual PACT review and the combination of the items in relation to the Staff Survey and the Employee Stress Survey, the report be noted.

The meeting closed at 7.30 p.m.

Chairman