

MINUTES OF THE PERFORMANCE MANAGEMENT AND REVIEW COMMITTEE

9 SEPTEMBER 2008

Present:

Councillor Ms P.A. Broom (Chairman)
Councillor S.E.W. Budd (Vice-Chairman)

Councillors:	Miss N.A. Hyams	L.E. Nichols
Miss M.M. Bain	Mrs M.W. Rough	M.T. Royer
K. Chouhan	Mrs C.E. Nichols	C.V. Strong
K.E. Flurry		

Prior to the start of the meeting the Chairman, Councillor Philippa Broom, invited members to stand for a minutes silence in respect of their colleague and friend Councillor Mrs Pat Weston.

Apologies were received from Councillors H.R. Jaffer, C.D.G. Kuun and D.L. McShane

276/08 DISCLOSURES OF INTEREST

No disclosures were made.

277/08 MINUTES

The minutes of the meeting held on 3 June 2008 were approved as a correct record.

278/08 MATTERS ARISING FROM THE MINUTES

(1) Use of Resources Assessment – Minute No. 186/08

The committee discussed with the Chief Finance Officer the reason for the delay in undertaking an initial self assessment against the 2009 criteria and draft an action plan for both short and longer term improvements. The Committee noted that the information would be reported to the December meeting of the Committee.

(2) Housing Strategy Action Plan Minute No 190/08

Members of the Committee indicated that they had not received a copy of the 'House Proud' Leaflet and the Chairman agreed that the information would be circulated to Members.

(3) TASK GROUP ARRANGEMENTS – Minute No. 192/08

The Committee noted that since the last meeting, the Chairman had appointed members to serve on the following Task Groups. It was agreed that the names of the Councillors appointed to each Task Group be included within the Minutes.

1. Task Group to Review the Effectiveness of Security in Parks: Membership: Councillor D.L. McShane (Lead Member) Councillors Miss M.M. Bain, S.E.W. Budd, Mrs M.W. Rough and C.V. Strong.
2. Task Group set up to look at those Area Profiles relevant to the Borough in particular those relating to activities for teenagers and vandalism, graffiti and

other deliberate damage to property and vehicles. Membership: Councillor Mrs M.W. Rough (Lead Member) Councillors Miss M.M. Bain, D.L. McShane and Mrs C.E. Nichols.

3. Joint Outline Budget Strategy Task Group looking at the development of the outline Budget Strategy. Membership: Councillor M.R. Royer (Lead Member) and Councillor K. Chouhan.
4. Joint Ground Maintenance Task Group. Membership: Councillor Miss N. Hyams (Lead Member) and Councillors S.E.W. Budd, M. Collis and K.E. Flurry.
5. Task Group looking at the Crime and Disorder Reduction Partnership. Membership: Councillor S.E.W. Budd (Lead Member) and Councillors Miss M.M. Bain, Miss N. Hyams and C.V. Strong

279/08 CALL IN OF EXECUTIVE DECISIONS

No decisions of the Executive had been called in.

280/08 SURVEY OF YOUNG PEOPLE

The Chairman had invited the Portfolio Holder for Young People and Cultural Services, Councillor Mrs D. Grant, to attend the meeting and take part in the discussion of this matter. However due to a prior engagement Councillor Mrs Grant had extended her apologies.

The Committee discussed the report on the key finding of the 2008 survey of Young People with comparisons to the previous survey undertaken in 2005. The survey was undertaken to help measure and track changes in perception not only against the four priority areas of safety, transport, facilities/activities and information but also sport and art activities.

It was noted that the information obtained from the surveys was used in the production of the Council's Youth Strategy.

During the discussion the Assistant Chief Executive agreed to obtain information on.

- A comparison of the transport results from the young peoples survey showing the results by area for both the recent and previous surveys
- The breakdown of place of residence of the young people responding
- The perceived out of date nature of the 'Consultation Past Results' section of our website.

RESOLVED that the report of the Assistant Chief Executive on the findings of the survey of young people be noted.

281/08 CAPITAL MONITORING REPORT JULY 2008

The Committee discussed with the Chief Finance Officer the report covering the current monitoring position for capital expenditure taking account of actual expenditure for the first four months of this financial year. One of the key areas discussed was the current provisional outturn which indicated that minus £99k had been spent to date against an original budget of £2.769m.

General discussion took place on the reasons for the variances to the original budget and slippage from the 2008/2009 capital budget.

During the discussion the Chief Finance Officer agreed to look at ways of separately reporting those outstanding invoices or payments to be made on schemes from the previous year.

RESOLVED that the current position and projected outturn as set out in the report of the Chief Finance Officer be noted.

282/08 REVENUE MONITORING JULY 2008

The Committee discussed with the Chief Finance Officer the report covering the current spend to date and projected revenue outturn figures covering the first four months of this financial year. The committee noted that the current projected outturn at total service expenditure level, before taking account of interest income, had revealed that £4.850m against the full year original budget of £15.247m had been spent.

The Committee discussed the shortfall on investment income and noted that this was mainly due to the budget having anticipated that the Bridge Street receipt was to be received during 2008/2009. The receipt of £4.25m was anticipated to be received in March 2009 with the balance of monies being received in March 2010 and 2011.

To offset the 2008/2009 £600k shortfall it was possible that the Interest Equalisation Reserve with a balance of £893k would be used to meet the shortfall.

Due to the economic situation and the use of the Interest Equalisation Reserves the committee felt that there was a need for the committee to explore the situation in more detail.

RESOLVED:

1. To note the report of the Chief Finance Officer; and
2. A special meeting of the committee be arranged to examine the use of reserves in the wider economic climate faced by the Council with the Portfolio Holder for Corporate Services being invited to the meeting.

283/08 EFFECTIVE COMMUNICATION

The Committee received a presentation from the Assistant Chief Executive on the out come of consultation with residents to find out how the council could ensure that the communication budget was used more effectively. The committee noted that there was a need to rationalize the volume of communications currently distributed through out the borough and a greater reliance on the council's website and on line resources.

A copy of the presentation is **attached**.

RESOLVED that the presentation from the Assistant Chief Executive be received.

284/08 NATIONAL PERFORMANCE INDICATORS

The committee discussed with the Assistant Chief Executive how the levels of performance used by the Council were measured and how they related to national performance.

The Committee noted that a new performance framework had been introduced under the Local Government and Public Involvement in Health Act 2007 which had removed the requirement for local authorities to collect and report Best Value Performance Indicators (BVPs).

During the discussion it was identified that this council would have 60 national indicators with the council supplying direct information on 49 of those indicators and other organisations such as the Environment Agency providing information on the other 11 indicators.

The committee discussed the introduction under the new framework of the Place surveys which would be undertaken every two years and would focus on quality of life factors that made an area desirable to live in.

RESOLVED that the report of the Assistant Chief Executive be noted.

285/08 PERFORMANCE REPORT

The Committee discussed with the Assistant Chief Executive the first quarter of the new national indicators. It was noted that further performance reports would show trends and when sufficient information was available targets would be set.

One area where indicators had not substantially changed was in planning and the committee discussed the briefing paper prepared by the Head of Service. The committee noted that in relation to 'major' applications the performance position was both above national and local targets; in relation to 'minor' applications a 9% improvement had been made and an 11% increase in the 'other' applications bringing this to the national standard level.

RESOLVED to note the current position regarding Performance Indicators.

286/08 TASK GROUPS

(A) Report from Councillor Miss N Hyams – Lead Member of the Ground Maintenance Joint Task Group

Councillor Miss Hyams provided an interim report on the work of the Task Group and the committee were invited to submit specific questions to the Lead Member.

RESOLVED that the interim report on the work of the Task Group be received.

(B) Report from Councillor Mrs M.W. Rough – Lead Member of the Area Profile Task Group

Councillor Mrs M.W. Rough provided an interim report on the work of the Task Group and requested that due to the findings of the next Place survey being available at the end of the year the task group be allowed to continue its work.

RESOLVED that the task group meet once the results of the 2008/2009 Place survey were available and report back to the committee on its findings.

287/08 SPECIAL PERFORMANCE MANAGEMENT AND REVIEW COMMITTEE

The Chairman reported on the arrangements being put in place for the special Committee meeting taking place on 24 September 2008, when consideration would be given to the concerns of residents on the proposed new GP led Health Centre at Ashford Hospital.

RESOLVED to note the arrangements being made.

288/08 COMMITTEE WORK PROGRAMME

The Chairman reported on arrangements being made for:

1. External partners to meet with the committee to discuss the role they play in supporting the local community. Such Partners would include the Chamber of Commerce and VAIS; and
2. That an item on the Business Improvement Programme would be included for consideration at the December 2008 meeting.

The Chairman remind the committee of the decisions made earlier in the evening involving the Chief Finance Officer reporting to the December meeting on the Use of Resources. That a special meeting of the committee would be arranged to consider financial matters and at that time the Portfolio Holder for Corporate Services would be invited to attend the meeting and take part in the discussion.

The committee in discussing the arrangements for meetings with external partners identified that it would be beneficial if Shopmobility and CAB be added to the list.

The Committee discussed their work programme and noted that the Chairman in consultation with the Lead Officer would continue to review the work programme and identifying issues for future meetings.

RESOLVED that the work programme be approved and the action being taken by the Chairman and Lead Officer be noted.

289/08 EXECUTIVE FORWARD PLAN

The Committee received the Executive Forward Plan covering the period up to December 2009.