

CANNOCK CHASE COUNCIL
MINUTES OF THE MEETING OF THE
PERFORMANCE AND PARTNERSHIPS SELECT COMMITTEE
MONDAY 14 APRIL 2008 AT 4.00PM
IN THE CIVIC CENTRE, BEECROFT ROAD, CANNOCK
PART 1

PRESENT: Councillors

Freeman, M.P. (Chairman)
Easton, R. (Vice-Chairman)

Easton, Mrs. D.M. Mawle, D.L.
Holder, M.J. Morgan, C.W.J.
Jones, Mrs. A.E. Thomas, D.

Staffordshire County Council Co-opted Member – Dixon, D.I.

(Apologies for absence were received from Councillors F.W.C. Allen, Mrs. D.J. Bennett and Ms. W. Yates)

26. Minutes

AGREED:

That the Minutes of the meeting held on 18 February 2008 be approved as a correct record.

27. Performance Monitoring – April 2007 to February 2008

Consideration was given to the report of the Chief Executive (Enclosure 4.1 – 4.8 of the Official Minutes of the Council).

The Select Committee was advised that the report outlined the 11 month position and provided an indication as to whether the targets would be achieved by the year end.

Members noted that performance indicator 109a relating to the percentage of major applications determined within 13 weeks had not been achieved. It was explained that delays sometimes occurred as the approach of Planning Officers was to provide support to applicants throughout the application process. Additionally, the current staffing issues within the Planning Unit had hindered the achievement of this indicator.

Members considered that this performance indicator should be monitored over the next few months to assess whether there was any improvement. It was explained that progress towards upper quartile performance could be achieved subject to adequate staff

resources. Although the target had not been achieved the Executive Assistant advised that satisfaction surveys had indicated that satisfaction with the planning service was particularly high.

Members then discussed performance indicator 156 relating to the percentage of authority buildings open to the public in which all public areas were suitable for and accessible to disabled people. It was noted that the target had not been met due to the delay in the completion of Rugeley swimming pool and that Cannock Sports Stadium had not been sold. Concern was expressed that this statutory requirement was not being achieved and clarification was sought as to whether the required work on Cannock Sports Stadium had been delayed due to its proposed sale. The Deputy Chief Executive commented that further consideration would need to be given to this issue.

Concern was expressed regarding the performance indicators relating to usage at Chase Leisure Centre, Rugeley Leisure Centre, Prince of Wales, Cannock Sports Stadium and the Golf Course. It was noted that usage and income was decreasing and Members considered that costs for providing the services were increasing. Members stated that the reasons for this needed to be examined further, along with a need to investigate the costs of providing these facilities.

The Deputy Chief Executive advised that a Value for Money review of Leisure Services was currently being undertaken by the Director of Governance and it was anticipated that the outcome of the review would be reported to Directors Management Team.

Members considered that a report should be submitted to the next meeting of the Select Committee outlining the current position with regards to the Value for Money review of Leisure Services in order for Members to determine whether any further action was necessary.

Members then discussed performance indicators 82b(i) and 82b(ii) relating to the percentage of household waste sent by the Authority for composting or treatment by anaerobic digestion and the total tonnage of household waste sent for composting or treatment by anaerobic digestion. Members considered that during the winter months the amount of waste sent for composting decreased significantly as the use of the brown bin dropped dramatically. Members noted that although the figures indicated that the targets were being met there was no information outlining the cost of collections during the winter months and whether the cost of collections decreased during this period.

In order to determine whether any savings could be made it was requested that the Select Committee be provided with an analysis of the cost of collecting the brown bin during the summer and winter months and a comparison of the tonnage collected during these periods.

AGREED:

- (A) That the Council's performance for the period April 2007 to February 2008 and the projected outturn for the year ending 31 March 2008 be noted.
- (B) That a report outlining the current position with regards to the Value for Money review of Leisure Services be submitted to the next meeting of the Select

Committee.

- (C) That an analysis of the cost of collecting the brown bin during the summer and winter months and a comparison of the tonnage collected during these periods be submitted to a future meeting of the Select Committee.

28. Update on the new Performance Management Process

Members were provided with information which outlined the new performance management process.

The Deputy Chief Executive explained that there were six stages involved in the performance reporting process. Stage one involved entering the national indicators, local performance indicators and targets onto the CorVu system by the 10th working day after the end of each calendar month. The second stage was for Managers, Heads of Service and Directors to receive monthly reports no later than 15 working days after the end of each calendar month for review or action and discussion with their line Managers or Directors. Stage three was for Directors to raise issues of success and concern with the Chief Executive and/or the Portfolio Member at their monthly meeting and to agree any actions to be taken.

He explained that the next stage involved the production of quarterly performance monitoring reports by the Performance Manager which would be reviewed at the Directors team meeting and DMT for agreed action where necessary. Stage five was for Directors and Heads of Service to present their quarterly target outcomes (both success and those off target) to the "Performance Clinic". Should the Performance Clinic consider an issue to be significant or that a target has been off target for two quarters the Clinic may send the item to the "Hot House". An action plan would be presented at the "Hot House" by the Director or Head of Service showing how the target will get back on track or to request the resetting of the target for the remainder of the year.

The final stage of the process was for the Performance Manager to collate the quarterly report including any Performance Clinic and Hot House outcomes. This report would then be presented to Cabinet and to the Performance and Partnership Select Committee. Any action or responses from this report would be reported to DMT.

Members then noted the timetable for performance monitoring which was circulated at the meeting that outlined the monthly and quarterly reporting dates and the performance process.

It was explained that the new performance management process would allow for better accountability and for any issues or concerns to be dealt with through the development of action plans.

CHAIRMAN