

## NOTES OF CDMT IMPROVEMENT & PROCUREMENT BOARD

26th May 2005

Present: Darra Singh (DS); Joe Biskupski (JB); Judith Ingham (JI); Steve Heappey (SH); Dave Kempson (DK); Ian Slater (IS); Tony Dessent (TD); Mike McMahon (MM), Chris Goulding (CG)  
(Maureen Drummond (MMD) – notetaker.

Apologies: Colin Chick (CC); Jo Cleary (JC); Chris Addey (CA)

### Action

#### 1. Notes of Meeting held on 28<sup>th</sup> April and matters arising

##### **Youth Service BVR**

JI has not yet been able to follow up with Nick. The supplementary Scope report paper asked for by CDMT for the Youth Services BV review had been delivered by the review team.

JB said there had been a number of meetings with review team and the review is on track.

##### **Engineering & Transportation BVR**

JI said it had been recommended by the BV Scrutiny Panel that the Environment Scrutiny committee have a special meeting to have a proper presentation and discussion of all recommendations made in the final BV review report for Engineering and Transportation.

##### **Carlisle Update**

This item has been taken off today's agenda and will be brought forward to the next meeting. CG will circulate the report. Concerns expressed included gateways used to acquire agency staff. Some action has been taken and was discussed at CDMT last week.

**CG/LP**

#### 2. Best Value Reviews Progress Report

JB reported that all reviews are progressing satisfactorily. E&T report is being referred to Environment Scrutiny before going to Executive.

#### 3. Best Value Review Programme

JI explained that this is the process for identifying BV reviews for next year, to propose some ideas to the BV Scrutiny Panel. We are in year 6 and have covered almost all services already.

- TD asked that we reflect on identifying the big issues within our departments. Are there areas that need working on that a BV review could tackle?
- TD asked if other public services, eg Police, Fire, had a duty to

carry out BV reviews, and was informed this was the case with the exception of Health. TD said that Youth Services' costs can be seen from more than one perspective; Government advice states that we should spend £¼m more pa. JI will note this when preparing the BVPP.

- The choice of BV reviews needs to be discussed at DMTs and at CDMT. In terms of costs, we need to look at how this ties in with ATOS' work for the Council. **CDs/LP**
- DK was concerned that BV reviews do not reduce costs. It was agreed that JI would go to Budget Challenge Group to discuss how the BV review procedure can be amended to incorporate a much stronger emphasis on cost efficiency and potential savings. **DK/JI**  
**JI/LP**  
This needs to be brought back to CDMT.

#### 4. PSA Monitoring Report

Jl presented the 2004/05 report on progress in meeting PSA targets. Estimated that we will achieve 75-80% of reward grant at end of agreement in March 2006, but report has more conservative estimate of 71%. We should qualify for early instalment of reward grant for targets on housing homeless, and care for older people, as we have met interim targets for 2004/05. Discussion of individual target performance followed:

- Target 1 – (educational attainment) - agreed we will not get any reward grant (Educational Attainment)
- Target 2 – (employment of disabled people) – they will achieve most of the target and have been advised to focus a bit more on training to achieve the rest.
- Target 3 – (care of older people) - there is an inconsistency in the figures between those supplied for this report, and the corresponding figures supplied for the annual BVPI results. It is believed this is due to a change in definition; our target is based on the former definition for the PIs concerned. JI requested confirmation of this. **MM**
- Target 7 (libraries) – we are likely to qualify for a quarter of the reward grant, i.e. £100,000 based on achieving one of the four sub-targets, total library usage. JI does not think they will achieve any of the other sub-targets, based on current progress. Suggestion to Jean George most likely sub-target to meet is increasing library usage amongst 15-19 year olds and might like to concentrate on that.
- Target 8: (cost efficiency). Results not yet calculated, as based on BVPI performance. Will bring report on this to next CDMT Improvement and Procurement Board. **LP to note**
- Target 10 – (benefits take-up) – CAB's record keeping was not as full or auditable as had been expected. Figures are being reviewed. There is however a debate about the basis of the original target. JI does feel that we will get 60%, but warns this may not happen.
- Target 12 – (fire safety) – This target is owned by the Fire and

Rescue service, and they will be paid the reward grant if it is achieved. Annual figures for performance will be brought to next meeting of this Board.

LP to note

DS asked about performance reward grant. JI said services have been informed they will not get the reward grant, that it will go into the Council's reserves. The Council will need to decide shortly if we wish to continue funding at these levels once the PSA is over, or if we will reduce funding back to pre-PSA levels. Services concerned need to know what is happening fairly quickly as some staff already know the arrangements are coming to an end and may be getting itchy feet. JI to encourage remedial action in areas of concern, to achieve PSA targets.

JI

5. **Corporate Health PIs Final Report 2004-5**

JI produced figures for last quarter and end of last year.

- Decline in response to MPs and Member enquiries and correspondence handling. For Corporate and Customer Services, E&R and Housing and Community Living, SH needs to come back with a remedial programme, in consultation with the departments concerned. JI suggested speaking to Carol Bracken regarding the set up in Children and Learning, as former Lifelong Learning department has good performance. When the report goes to Executive it needs to have an improvement plan.
- JI asked for SH lead on what targets should be for improving the answering of telephone calls, as the 100% target cannot be met this year.

SH

JI

SH

6. **Priority PIs 2004-2005 Final Report**

DS went through indicators and advised that BV9 (collection of council tax) needs to be turned around. Scheduled to go to Scrutiny on 2 June.

7. **Best Value Performance Plan**

JI asked for any obvious errors to be noted and given to her by the end of play today. JI has been asked to prepare a final draft plan by the end of today. Most of PI figures are complete except about 5, as well as the financial PIs for which information is not yet available.

All

JI

- JI requested data for missing BVPIs concerning private sector housing.
- Agreed separately with Community Care that they do not submit their entry until next week.
- SH to give JI updates on Customer Care and some words on other sections. TD to discuss with JI in further detail.
- JI will ask William Clapp to check text for section on 14-19 years inspection.

MM

SH

TD/JI

**8. Annual Perf. Assessment of Children's Services – Self Assessment**

This is a newly designed process for rating Children's Services, and the score will be fed into our CPA score. We are at the point of writing our self-assessment (TD distributed the draft summary). We are giving ourselves a score of 3 out of 4 for children's social services, 3 out of 4 for education, and 4 for capacity to improve. DS questioned the '4' in the context of educational attainment and the 14-19 education inspection result. DS said this needed further thought.

**9. Any Other Business**

- Dave asked JI about new PSA targets, as the item had been omitted from the agenda. JI said we have been given an extended deadline to at least 22 June. JI will come back with a report on the proposals, and will be asking Dave and Angela Claridge to help with risk assessment of the proposals. JI asked for TD's support in proposing targets to Health partners, particularly the possibility of an immunisation target. **JI**
- DS advised that 30 June is by-election for Farley. No candidates nominated as yet. DS asked that we observe electoral "purdah" during the run-up to the by-election.

**10. Date and venue for next meeting**

30th June 2005, 9.30am in Committee Room 2.